



City of Portland Ad Hoc Committee Agenda

Location, Date, etc.

1. Call the Meeting to Order
 - a. Please click the link below to join the webinar:
<https://zoom.us/j/94589066464?pwd=QURoWVF6a3FCaXJYZnBueEJlaml3dz09>
Passcode: 856904
Or One tap mobile :
US: +16465588656,,94589066464#,,, *856904# or
+13017158592,,94589066464#,,, *856904#
Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799
Webinar ID: 945 8906 6464
Passcode: 856904
International numbers available: <https://zoom.us/u/aus0RuJ77>
 - b. Public Comment Guidelines
2. Remote Participation Policy and Public Hearing on the Policy
 - a. Remote Participation Policy Document
3. Introduction to Public Hearing
4. Public Hearing
5. Adjournment

Welcome! Your ideas, experiences, and opinions matter. Thank you for giving input today.

Some guidelines for comments:

- 1. If you want to comment, please raise your hand.** The Chair (Michael Kebede) will call on you when it's your turn, so listen for your name!
 - a. Desktop: In the reactions menu at bottom of screen, click Raise Hand.
 - b. Mobile: Click the "..." menu and then Raise Hand option.
 - c. Call in, dial *9 during the call.
- 2. Introduce yourself with your name, pronouns, and where you live.** And then...give your comment!
- 3. We ask you to address the Commission in your comment,** not other members of the public as best you can.
- 4. We ask comments be kept to 3 minutes out of respect for others waiting to share.**
 - a. The Chair will let you know when you have reached your time.
 - b. Need to say more? Email us: charter@portlandmaine.gov.
- 5. You are qualified to offer public comment.** We believe that expertise comes in many forms. All Portlanders should be able to provide input in the Charter process.
- 6. Hate speech and identity based harassment will not be tolerated.**

Thank you for helping chart the future of Portland.
Email us at any time: charter@portlandmaine.gov

REMOTE PARTICIPATION POLICY
OF THE
PORTLAND CHARTER COMMISSION

Adopted on July 28, 2021

Pursuant to 1 M.R.S. § 403-B, and after public notice and a hearing, the Portland Charter Commission hereby adopts the following policy to govern the participation, via remote methods, in public proceedings or meetings of the Portland Charter Commission and of all Portland Charter Commission Committees (hereinafter collectively referred to as “Charter Commission”).

Members of the Charter Commission are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the Charter Commission to meet via remote methods, or an illness or temporary absence of a Charter Commission member that causes significant difficulty traveling to the meeting location. The Chair or other presiding officer, in consultation with other members of the Charter Commission and the City Manager if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. And a Charter Commission member who is unable to attend a meeting in person will notify the Chair or other presiding officer as far in advance as possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The public, City staff and others before the Charter Commission will be provided a meaningful opportunity to attend via remote methods when any member of the Charter Commission participates via remote methods or when remote methods are available and operational at a given Charter Commission meeting. If public input via remote methods is allowed or required at a meeting, an effective means of communication between the Charter Commission and the public will also be provided. The public will additionally be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire Charter Commission to meet using remote methods.

Notice of all Charter Commission meetings will be provided in accordance with 1 M.R.S. § 406, and the City Charter, City Code, or policy, if applicable. When the public may attend via remote methods, the notice will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify the location where the public may attend the meeting in person. The Charter Commission will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires it to meet

using remote methods of attendance.

The Charter Commission will make all documents and materials to be considered by it during a meeting available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred.

All votes taken during a Charter Commission meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the Charter Commission and the public. A member of the Charter Commission who participates remotely will be considered present for purposes of establishing a quorum and voting.

This policy will remain in force indefinitely unless amended by the Charter Commission.