



# COUNCIL POLICY

## PROPOSED UPDATES FOR 2024

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Staff Suggested Updates to Council Policies  
Brian Weisel – Legal Counsel

# Policy Update 2024

## Reasons for Updates

- Pandemic-related changes
- Evolution of Council/staff relationships
- Changes in statute
- Improved plain language
- Review is ongoing

# Major Changes

## Virtual Meeting Policy **NEW**

- 2023 law made pandemic executive orders permanent
- Additional requirements:
  - SAs and FAs accommodations for “in person” counting
  - One member in person at each virtual meeting
  - Cameras on
  - Announce presence of other adults “in the room”

# Major Changes

## Updated Staff Responsibilities

- Review roles of committee/council staff
  - Organized Flow of Work: Council -> ED -> Staff
- Review roles of attorney
- “There are more of us, and we do more”
- Recall redundant policy *Councilmember Travel Staff Communications*

# Major Changes

## Travel

- Out-of-state travel
- Expenses updated to reflect budget
- Attendant/facilitation services get a raise
- Increase in meal and mileage reimbursement rates
- Reimbursement now available for tips
- Accepting digital receipts for travel expense claims

# Honoraria and Conference Attendance

- Change in qualifying hours for honoraria payments
- SCDD staff will track virtual and in-person meeting attendance for honoraria payments
- Updated annual expenses available for Councilmember Conference attendance



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Staff Recommendation:

Approve Updated Policies with Proposed Changes