

Susan L. Saunders

From: Diana L. Klink
Sent: Monday, September 13, 2021 12:46 PM
Subject: REMINDER - QUESTIONNAIRE LINK DEADLINE NOON SEPTEMBER 15TH: IMPORTANT MESSAGE FROM CITY MANAGER: COVID-19 Mitigation Policy and Program

Importance: High

The City Manager would like to remind all Employees of his Important Message regarding the COVID-19 Mitigation Policy and Program that was previously shared on August 25, 2021 (for reference, this entire message is again shared below).

If you have not previously completed the questionnaire, which is available via the following link, <https://form.jotform.com/212237135113038>, please do so at this time. The questionnaire link will be available **until Noon, September 15, 2021**. Should your vaccination status change after you complete the questionnaire, please email the HRCCompliance@suffolkva.us box.

To reiterate, the questionnaire takes only 2 minutes to complete. The questionnaire allows you to designate your current vaccination status by selecting one of the following choices:

- Fully vaccinated
- Not vaccinated
- Partially vaccinated
- Do not wish to disclose status

Employees can also upload their vaccination records in the questionnaire. The system then routes your responses directly to HRCCompliance@suffolkva.us inbox. Human Resources will maintain your vaccination record in your medical file.

ATTENTION SUPERVISORS: PLEASE ENSURE THAT EMPLOYEES WHO DO NOT REGULARLY ACCESS EMAILS ARE ALERTED TO THIS IMPORTANT COMMUNICATION. PLEASE ALSO PRINT AND POST IN EMPLOYEE BREAK ROOMS OR OTHER VISIBLE AREAS.

Diana L. Klink, Director, Media & Community Relations
Public Information Officer
Member of the PRSA - Public Relations Society of America
Member of the NIOA - National Information Officers Association
City of Suffolk
442 West Washington Street
Suffolk, VA 23434-4552
Office: 757.514.4104
Fax: 757.514.4109
dklink@suffolkva.us

From: Diana L. Klink
Sent: Wednesday, August 25, 2021 1:30 PM
Subject: IMPORTANT MESSAGE FROM CITY MANAGER: COVID-19 Mitigation Policy and Program
Importance: High

“The health and safety of our employees and citizens continue to be our highest priority. We are all acutely aware of the recent increase of COVID-19 cases within the region, specifically within the City of Suffolk, where the CDC has identified Suffolk with a high level of community transmission. Every employee plays a vital role in stopping the spread of COVID-19 by protecting ourselves, our co-workers, and our families. While the City of Suffolk does not require employees to be vaccinated, vaccines continue to be the best defense in the fight against COVID-19. The City of Suffolk will continue to offer paid leave up to 4 hours for an employee to get vaccinated.

Recently, I emailed a message from six City Managers within the Hampton Roads region informing employees of a goal to implement testing of all municipal employees unless they are fully vaccinated. The effective day of this policy is **October 1, 2021**. The COVID-19 Mitigation Policy (see attached) states that all regular, part-time, seasonal, temporary employees and contracted resources, must show proof of COVID-19 vaccinations or provide bi-weekly (every 14 days) COVID-19 test results. While being vaccinated is recommended, being vaccinated is not mandatory and not a condition of employment. Employees can show proof of vaccination by providing a copy of one of the following documents:

- COVID-19 Vaccination Record Card (white card)
- Pharmacy or physician’s record of vaccination
- State issued immunization record

Unvaccinated employees are not required to get a vaccination to work for the City of Suffolk. The COVID-19 Mitigation Policy provides options for those employees who aren’t fully vaccinated, or employees who do not wish to share their immunization information with Human Resources, to complete bi-weekly COVID-19 testing and wear face masks except when alone in a private office. On-site self-testing will be available for employees **on October 1, 2021**. I will provide more information as we draw closer to the date.

Employees who aren’t vaccinated due to medical, disability, and religious reasons, may request an accommodation in writing under the Americans with Disabilities Act (ADA). Please get in touch with the HR Leave Administrators to get more information or ADA Request forms. Please be advised that if the request is approved, the accommodation is testing. The employee will not be exempt from testing.

Today, I ask you to complete a questionnaire that helps us understand each employee’s vaccination status. It takes only 2 minutes to complete. The questionnaire allows you to designate your current vaccination status by selecting one of the following choices:

- Fully vaccinated
- Not vaccinated
- Partially vaccinated
- Do not wish to disclose status

QUESTIONNAIRE LINK

<https://form.jotform.com/212237135113038>

Employees can also upload their vaccination records today in the questionnaire. The system then routes your responses directly to HRCompliance@suffolkva.us inbox. Human Resources will maintain your vaccination record in your medical file.

The questionnaire link will be available **until Noon, September 15, 2021**. Should your vaccination status change after you complete the questionnaire, please email the HRCompliance@suffolkva.us box.

By announcing this measure now, employees who opt to become fully vaccinated will do so before testing is implemented. I believe that by working together, we can slow the spread of COVID-19. I sincerely appreciate your commitment and dedication to keeping each other safe.

Thank you for your support,
Albert S. Moor II, P.E.
City Manager”

**ATTENTION SUPERVISORS: PLEASE ENSURE THAT EMPLOYEES WHO DO NOT REGULARLY ACCESS EMAILS ARE ALERTED TO THIS IMPORTANT COMMUNICATION.
PLEASE ALSO PRINT AND POST IN EMPLOYEE BREAK ROOMS OR OTHER VISIBLE AREAS.**

Diana L. Klink, Director, Media & Community Relations
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dklink@suffolkva.us

Burdette Lawrence

From: noreply@fs28.formsite.com on behalf of Formsite <noreply@fs28.formsite.com>
Sent: Friday, September 17, 2021 4:37 PM
To: Burdette Lawrence
Subject: [EXTERNAL] Suffolk City AB Compliance Survey Confirmation

Caution: This email originated from a source outside of the **City of Suffolk**. Do not click on links or open attachments unless you recognize the sender and you know the content is safe.

Thank you for submitting the AB Compliance survey for the 2021-11-02 election. Your responses are below.

First Name	Burdette
Last Name	Lawrence
Email address	blawrence@suffolkva.us
Phone Number	(757) 514-7750
Locality	Suffolk City
Position of person completing survey	Other staff (Deputy Registrar)
Election Date	2021-11-02
1-Total number of valid UOCAVA absentee applications received by the start of absentee voting or by the 45 day deadline whichever first occurred.	270
2-Total number of UOCAVA absentee ballots sent for valid applications received by the start of absentee voting or by the 45 day deadline whichever first occurred.	270
3-Total number of UOCAVA absentee ballots not sent for valid applications received by the start of absentee voting or by the 45 day deadline whichever first occurred.	0
4-Total number of valid non-UOCAVA absentee applications received by the start of absentee voting or by the 45 day deadline whichever first occurred.	1185
5-Total number of non-UOCAVA absentee ballots sent for valid applications received by the start of absentee voting or by the 45 day deadline whichever first occurred.	1185
6-Total number of non-UOCAVA absentee ballots not sent for valid applications received by the start of absentee voting or by the 45 day deadline whichever first occurred.	0
I certify that the information provided is true and correct to the best of my knowledge.	Yes



440

This Is
A
Smoke Free
Building

INSERT BALLOT HERE

CITY OF
SUFFOLK

— ✓ —

OFFICIAL
BALLOT
DROP BOX

CITY OF
SUFFOLK

— ✓ —

OFFICIAL
BALLOT
DROP BOX

No Smoking

Please Do Not Enter

City of Suffolk
November 2, 2021 Qualified Candidates

MEMBER HOUSE OF DELEGATES (2-Year Term)

64th District

- Emily M. Brewer* - R
- Michael H. Drewry - D

76th District

- Clinton L. Jenkins* - D
- Michael J. Dillender, Sr. - R
- Craig L. Warren - I

CONSTITUTIONAL OFFICERS (4-Year Term)

Commissioner of Revenue

- Susan L. Draper* - I

Sheriff

- E. C. Harris* - I

Commonwealth's Attorney

- Narendra R. Pleas - D
- Patrick L. Bales - I

Treasurer

- Ronald H. Williams* - I
- David L. Boyd - I

SCHOOL BOARD (4-Year Term)

Sleepy Hole Borough (Serve Remainder of 4-Year Term Ending 12/31/2024)

- Ebony N. Wright - I
- Heather D. Howell - I

* Incumbent

Suffolk Deliveries

Precinct	CD	Sen	HD	Borough	Ballot Style	Registered	90.00%
101 - BELLEHARBOUR	0 3	18	76	SLEEPY HOLE BOROUGH	1	2438	2194.2
102 - DRIVER	0 3	18	76	SLEEPY HOLE BOROUGH	1	4200	3780
104 - BENNETTS CREEK	0 3	3 & 18	76	SLEEPY HOLE BOROUGH	1	3234	2910.6
						0	0
201 - EBENEZER	0 3	3	76	CHUCKATUCK BOROUGH	2	2005	1804.5
202 - CHUCKATUCK	0 3	18	76	CHUCKATUCK BOROUGH	2	2133	1919.7
203 - KINGS FORK	0 3	18	76	CHUCKATUCK BOROUGH	2	3719	3347.1
204 - HILLPOINT	0 3	18	76	CHUCKATUCK BOROUGH	2	308	277.2
							0
301 - WHITE MARSH	0 4	14 & 18	76	CYPRESS BOROUGH	3	977	879.3
302 - JOHN F KENNEDY	0 3	18	76	CYPRESS BOROUGH	2	1878	1690.2
302 - JOHN F KENNEDY	0 4	18	76	CYPRESS BOROUGH	3	1736	1562.4
304 - NANSEMOND RIVER	0 3	18	76	CYPRESS BOROUGH	2	3060	2754
305 - SHOULDERS HILL	0 3	3	76	CYPRESS BOROUGH	2	1207	1086.3
							0
401 - AIRPORT	0 4	14 & 18	76	WHALEYVILLE BOROUGH	3	1701	1530.9
402 - WHALEYVILLE	0 4	14	64	WHALEYVILLE BOROUGH	4	1894	1704.6
403 - SOUTHSIDE	0 4	18	76	WHALEYVILLE BOROUGH	3	1733	1559.7
404 - BOOKER T WASHINGTON	0 3	18	76	WHALEYVILLE BOROUGH	2	679	611.1
404 - BOOKER T WASHINGTON	0 4	18	76	WHALEYVILLE BOROUGH	3	1853	1667.7
405 - PITTMANTOWN	0 4	14	64	WHALEYVILLE BOROUGH	4	729	656.1
							0
501 - KILBYS MILL	0 4	14	76	HOLY NECK BOROUGH	3	3300	2970
502 - HOLLAND	0 4	14	64	HOLY NECK BOROUGH	4	3056	2750.4
504 - LAKE COHOON	0 3	14 & 18	76	HOLY NECK BOROUGH	2	582	523.8
504 - LAKE COHOON	0 4	14 & 18	76	HOLY NECK BOROUGH	3	2667	2400.3
							0
601 - LAKESIDE	0 4	14	76	SUFFOLK BOROUGH	3	3135	2821.5
602 - OLDE TOWNE	0 3	18	76	SUFFOLK BOROUGH	2	943	848.7
602 - OLDE TOWNE	0 4	18	76	SUFFOLK BOROUGH	3	25	22.5
603 - ELE FORK/WESTHAVEN	0 4	14 & 18	76	SUFFOLK BOROUGH	3	1007	906.3
604 - WILROY	0 3	18	76	SUFFOLK BOROUGH	2	2459	2213.1
605 - HOLLYWOOD	0 3	18	76	SUFFOLK BOROUGH	2	1594	1434.6
							0
702 - HARBOURVIEW	0 3	18	76	NANSEMOND BOROUGH	2	3936	3542.4



* VIRGINIA *
DEPARTMENT of ELECTIONS

Early Vote Expansion and Sunday Vote Grant

Instructions: Before filling out this form make sure that you have reviewed and understand §2 CFR 200. Please complete this form to apply for the Early Vote Expansion and Sunday Vote Grant. Once completed, you must submit the application to Kevin A Hill at Kevin.Hill@elections.virginia.gov. Please use "##### – Expansion of Early Voting Application" in the subject line, where "#####" is the name of your locality (e.g., Petersburg – Expansion of Early Voting Application)."

For grant questions or technical assistance, please contact ELECT fiscal office at Kevin.Hill@elections.virginia.gov or 804-864-8950.

Sub-recipient Information

General Register	Susan Saunders		
Chief Fiscal Officer	Tealen D Hansen		
Locality	Suffolk City		
Remittance Address for Funds	440 Market Street, Suffolk, VA 23434		
Phone Work	757-514-7753	Phone Mobile	
Email			

Project Information

Project Title – Expand Early Voting

Description - Please provide a summary of your project in 100 words or less.	Provide two Ballot Drop Boxes at remote locations on city property. Include surveillance equipment and personnel for ballot pick up. Provide training for additional officers of election in early voting requirements. Provide training for "as needed" reserve officers of election for quarantine or extended hours requirement.
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Project Title - Sunday Voting

Description - Please provide a summary of your project in 100 words or less.	Provide premium pay for defined voting hours on two Sundays. Purchase one Image Cast Evolution Voting Machine to process absentee ballots to enhance efficiency of early voting submission encouraged by the addition of two ballot drop boxes.
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Budget

In the following section, provide proposed costs and grant amount requests by categories.

	Early Voting Expansion	Sunday Voting
Personnel	3,250.00	3,250.00
Contractors		
Equipment	9,212.00	7,200.00
Training	\$750.00	750.00
Other**		500.00

**Provide a detailed list of items included in this category.

Certifications:

Certification 1: Applicant understands that no project can be started until review and approval is received from ELECT. Any change to the approved project will require re-evaluation for compliance. Any activities that have been initiated without the necessary review and approval will result in a non-compliance finding and will not be eligible for reimbursement.

Certification 2: Applicant understands that submission of this project proposal does not guarantee funding, in whole or part, for the project outlined above.

Certification 3: Applicant has read and agrees to comply with federal grant guidance for this program, which includes the federal grant code regulations (§2 CFR-200) - Uniform Guide.

Certification 4: Applicant understands that all records are to be made available to ELECT for reimbursement and are to be submitted by requested date. Any requests that are not honored will result in a non-compliance finding and will not be eligible for reimbursement.

Prepared by: A Susan Saunders, General Registrar Date: 8/25/21



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

OFFICIAL GUIDANCE

DATE: September 10, 2021

SUBJECT: OFFICIAL GUIDANCE: Authorized Representatives at the GR's Office and Satellite Locations

ISSUE PRESENTED: Under § 24.2-604.4 of the Code of Virginia (the Code), must the general registrar's office and satellite offices permit the authorized representatives of each political party or independent candidate remain in the room in which in-person absentee voting is conducted?

CONCLUSION: Yes. In accordance with an Official Attorney General opinion released on September 1, 2021, authorized representatives must be permitted to remain in the room where voting is conducted at the GR's office and satellite offices during the times and dates that voting is held in those location. The rules and restrictions in § 24.2-604.4 of the Code apply to these authorized representatives.

APPLICABLE LAW and DISCUSSION: On September 1, 2021, the Office of the Attorney General released an official advisory opinion relating to § 24.2-604(A) of the Code. The full text of the Attorney General's opinion is available here.

The official opinion states, in part, "If the central absentee voter precincts, voter satellite offices, and offices of general registrars are designated locations for early voting in the locality, they are 'polling places' as defined in § 24.2-101."

Code of Virginia section § 24.2-604.4 states that "The officers of election shall permit one authorized representative of each political party or independent candidate in a general election or special election...to remain in the room in which the election is being conducted at all times." Subsection § 24.2-604.4(C) specifies, "Authorized representatives shall be allowed, whether in a regular polling place or central absentee voter precinct, to be close enough to the voter check-in table to be able to hear and see what is occurring..."

Because the Attorney General's opinion states that the GR's office and satellites are "polling places" during voting hours, the provisions of § 24.2-604.4 apply. Therefore, ELECT is issuing this guidance to confirm that **this requirement applies to absentee satellite offices and the general registrar's offices during the dates and times that those offices are used for in-person absentee voting.**

Authorized representatives have the duties and privileges outlined in section § 24.2-604.4 of the Code of Virginia. This includes the representative's duty to present the officers of election with a written statement designating him to be a representative of the party or candidate with an appropriate signature under § 24.2-604.4(B).

Please note that the authorized representatives are permitted only in the area where voters are checked-in and casting ballots. Nothing in the Attorney General's opinion or § 24.2-604.4 of the Code authorizes these individuals to enter the portions of the office reserved for registrar and staff activity.

Additionally, please guarantee that authorized representatives are never in a position to see personally identifying information (PII) including, but not limited to, VERIS screens. You are not obligated to give authorized representatives access to the pollbook and you are not obligated to provide authorized representatives with visual access to the pollbook. According to § 24.2-604.4 (C), authorized representatives "shall be allowed[...]to be close enough to the voter check-in table to be able to hear and see what is occurring." Representatives may not interfere with check-in or any other part of the voting process. Remember that the same rules and restrictions that apply to these representatives at polling places also apply in the general registrar's office and at satellite locations.

CONTACT: If you have questions not covered in this guidance, please send them through your liaison using the contact information below:

Regions 1 & 3 (Tidewater & North Central) Zakia Williams:
Zakia.Williams@elections.virginia.gov; (804) 864-8954

Regions 2 & 5 (South Central & Northern) Taylor Melton:
Taylor.Melton@elections.virginia.gov; (804) 593-2274

Region 6 (Western) John Cronin:
John.Cronin@elections.virginia.gov; (804) 864-8908

Regions 4 & 7 (Southwest & Southern) Tanya Pruett:
Tanya.Pruett@elections.virginia.gov; (804) 864-8931

Code of Virginia
Title 2.2. Administration of Government
Chapter 37. Virginia Freedom of Information Act

§ 2.2-3708.2. Meetings held through electronic communication means.

A. The following provisions apply to all public bodies:

1. Subject to the requirements of subsection C, all public bodies may conduct any meeting wherein the public business is discussed or transacted through electronic communication means if, on or before the day of a meeting, a member of the public body holding the meeting notifies the chair of the public body that:

a. Such member is unable to attend the meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance or (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance; or

b. Such member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. Participation by a member pursuant to this subdivision b is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

2. If participation by a member through electronic communication means is approved pursuant to subdivision 1, the public body holding the meeting shall record in its minutes the remote location from which the member participated; however, the remote location need not be open to the public. If participation is approved pursuant to subdivision 1 a, the public body shall also include in its minutes the fact that the member participated through electronic communication means due to (i) a temporary or permanent disability or other medical condition that prevented the member's physical attendance or (ii) a family member's medical condition that required the member to provide care for such family member, thereby preventing the member's physical attendance. If participation is approved pursuant to subdivision 1 b, the public body shall also include in its minutes the specific nature of the personal matter cited by the member.

If a member's participation from a remote location pursuant to subdivision 1 b is disapproved because such participation would violate the policy adopted pursuant to subsection C, such disapproval shall be recorded in the minutes with specificity.

3. Any public body, or any joint meetings thereof, may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with § 44-146.17 or the locality in which the public body is located has declared a local state of emergency pursuant to § 44-146.21, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to provide for the continuity of operations of the public body or the discharge of its lawful purposes, duties, and responsibilities. The public body convening a meeting in accordance with this subdivision shall:

a. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the public body conducting the meeting;

b. Make arrangements for public access to such meeting through electronic communication means, including videoconferencing if already used by the public body;

c. Provide the public with the opportunity to comment at those meetings of the public body when public comment is customarily received; and

d. Otherwise comply with the provisions of this chapter.

The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes.

The provisions of this subdivision 3 shall be applicable only for the duration of the emergency declared pursuant to § 44-146.17 or 44-146.21.

B. The following provisions apply to regional public bodies:

1. Subject to the requirements in subsection C, regional public bodies may also conduct any meeting wherein the public business is discussed or transacted through electronic communication means if, on the day of a meeting, a member of a regional public body notifies the chair of the public body that such member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting.

2. If participation by a member through electronic communication means is approved pursuant to this subsection, the public body holding the meeting shall record in its minutes the remote location from which the member participated; however, the remote location need not be open to the public.

If a member's participation from a remote location is disapproved because such participation would violate the policy adopted pursuant to subsection C, such disapproval shall be recorded in the minutes with specificity.

C. Participation by a member of a public body in a meeting through electronic communication means pursuant to subdivisions A 1 and 2 and subsection B shall be authorized only if the following conditions are met:

1. The public body has adopted a written policy allowing for and governing participation of its members by electronic communication means, including an approval process for such participation, subject to the express limitations imposed by this section. Once adopted, the policy shall be applied strictly and uniformly, without exception, to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting;

2. A quorum of the public body is physically assembled at one primary or central meeting location; and

3. The public body makes arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.

D. The following provisions apply to state public bodies:

1. Except as provided in subsection D of § 2.2-3707.01, state public bodies may also conduct any meeting wherein the public business is discussed or transacted through electronic communication means, provided that (i) a quorum of the public body is physically assembled at one primary or central meeting location, (ii) notice of the meeting has been given in accordance with subdivision 2, and (iii) members of the public are provided a substantially equivalent electronic communication means through which to witness the meeting. For the purposes of this subsection, "witness" means observe or listen.

If a state public body holds a meeting through electronic communication means pursuant to this subsection, it shall also hold at least one meeting annually where members in attendance at the meeting are physically assembled at one location and where no members participate by electronic communication means.

2. Notice of any regular meeting held pursuant to this subsection shall be provided at least three working days in advance of the date scheduled for the meeting. Notice, reasonable under the circumstance, of special, emergency, or continued meetings held pursuant to this section shall be given contemporaneously with the notice provided to members of the public body conducting the meeting. For the purposes of this subsection, "continued meeting" means a meeting that is continued to address an emergency or to conclude the agenda of a meeting for which proper notice was given.

The notice shall include the date, time, place, and purpose for the meeting; shall identify the primary or central meeting location and any remote locations that are open to the public pursuant to subdivision 4; shall include notice as to the electronic communication means by which members of the public may witness the meeting; and shall include a telephone number that may be used to notify the primary or central meeting location of any interruption in the telephonic or video broadcast of the meeting. Any interruption in the telephonic or video broadcast of the meeting shall result in the suspension of action at the meeting until repairs are made and public access is restored.

3. A copy of the proposed agenda and agenda packets and, unless exempt, all materials that will be distributed to members of a public body for a meeting shall be made available for public inspection at the same time such documents are furnished to the members of the public body conducting the meeting.

4. Public access to the remote locations from which additional members of the public body participate through electronic communication means shall be encouraged but not required. However, if three or more members are gathered at the same remote location, then such remote location shall be open to the public.

5. If access to remote locations is afforded, (i) all persons attending the meeting at any of the remote locations shall be afforded the same opportunity to address the public body as persons attending at the primary or central location and (ii) a copy of the proposed agenda and agenda packets and, unless exempt, all materials that will be distributed to members of the public body for the meeting shall be made available for inspection by members of the public attending the meeting at any of the remote locations at the time of the meeting.

6. The public body shall make available to the public at any meeting conducted in accordance with this subsection a public comment form prepared by the Virginia Freedom of Information Advisory Council in accordance with § 30-179.

7. Minutes of all meetings held by electronic communication means shall be recorded as required by § 2.2-3707. Votes taken during any meeting conducted through electronic communication means shall be recorded by name in roll-call fashion and included in the minutes. For emergency meetings held by electronic communication means, the nature of the emergency shall be stated in the minutes.

8. Any authorized state public body that meets by electronic communication means pursuant to this subsection shall make a written report of the following to the Virginia Freedom of Information Advisory Council by December 15 of each year:

a. The total number of meetings held that year in which there was participation through electronic communication means;

b. The dates and purposes of each such meeting;

c. A copy of the agenda for each such meeting;

d. The primary or central meeting location of each such meeting;

e. The types of electronic communication means by which each meeting was held;

f. If possible, the number of members of the public who witnessed each meeting through electronic communication means;

g. The identity of the members of the public body recorded as present at each meeting, and whether each member was present at the primary or central meeting location or participated through electronic communication means;

h. The identity of any members of the public body who were recorded as absent at each meeting and any members who were recorded as absent at a meeting but who monitored the meeting through electronic communication means;

i. If members of the public were granted access to a remote location from which a member participated in a meeting through electronic communication means, the number of members of the public at each such remote location;

j. A summary of any public comment received about the process of conducting a meeting through electronic communication means; and

k. A written summary of the public body's experience conducting meetings through electronic communication means, including its logistical and technical experience.

E. Nothing in this section shall be construed to prohibit the use of interactive audio or video means to expand public participation.

2018, cc. 55, 56; 2019, c. 359; 2021, Sp. Sess. I, cc. 33, 490.