

St. Tammany Parish Council Rules for Remote Participation in Open Meetings by Those with ADA-Recognized Disabilities

- A. Any member of the governing body of the St. Tammany Parish Council with an ADA-recognized disability who seeks accommodation to participate and vote in an open meeting of the municipality, or any member of the public with an ADA-recognized disability who seeks accommodation to observe and participate in an open meeting of the St. Tammany Parish Council, shall complete an application for remote participation and a medical certification of disability on forms provided by the St. Tammany Parish Council.
- B. For members of the public who are granted accommodation for ADA-recognized disabilities pursuant to this section, the St. Tammany Parish Council shall inform a member of the public of the means by which they or their designated caregiver may observe and participate in the open meeting – whether by teleconference or video conference or other viable alternative methods – including the means by which they may submit public comments on agenda items prior to an/or during the open meeting.
- C. For any meeting in which a councilmember with ADA-recognized disabilities will participate remotely, the St. Tammany Parish Council shall post the agenda for the meeting in accordance with the Louisiana Open Meetings Law.
- D. Members of the Parish Council who receive accommodation pursuant to this section for an ADA-recognized disability shall be allowed to participate by electronic means in an executive session convened in accordance with Louisiana’s Open Meetings Law. In no instance, however, shall any member of the public be allowed to observe or participate in an executive session of the governing body.
- E. The meeting’s Chairperson shall ensure that each person participating in the meeting is properly identified, and that all parts of the meeting (excluding executive sessions) are clear and audible to all participants. The vote of every member of the governing body, including those participating by electronic means, shall be clearly identified and recorded in the meeting minutes.
- F. If a technical problem arises and impairs the ability of the disabled member of the public or councilmember to participate in the meeting, the meeting shall be recessed until the problem is resolved. If the technical issue is not resolved within one hour, the meeting shall be adjourned, and the presiding officer will use all reasonable means to notify all participants of that fact.