



May 12, 2025

Joint Commission on Technology and Science

Electronic Participation Policy

For Consideration at the JCOTS full commission meeting on 8/18/2025

It is the policy of the Joint Commission on Technology and Science (the Commission) that individual commissioners may participate in meetings by electronic means as permitted by Virginia Code [§ 2.2-3708.3](#) and subsequent amendments thereto. This policy shall apply 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. Whenever an individual commissioner wishes to participate from a remote location, the law requires a quorum of commissioners to be physically assembled at the primary or central meeting location. When such individual participation is due to a personal matter, such participation is limited by law to two meetings or 25 percent of the meetings of the public body per member each calendar year rounded up to the next whole number, whichever is greater.

Requests for remote participation or for the Commission to conduct an all-virtual public meeting shall be conveyed to staff, who shall then relay such requests to the Chair. Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act. If a commissioner's participation from a remote location is challenged, then the Commission shall vote whether to allow such participation. If the Commission votes to disapprove of the commissioner's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity.

Further, it is the policy of the Joint Commission on Technology and Science that the Commission may, upon the call or approval of the Chair, hold all-virtual public meetings pursuant to subsection C of [§ 2.2-3708.3](#) and subsequent amendments thereto. Such all-virtual public meetings are also limited by law to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Effective July 1, 2024, such all-virtual public meetings will be limited by law to two meetings per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual public meeting.

The meeting minutes shall include all information as required by [§§ 2.2-3707](#) and [2.2-3708.3](#) depending on the type of remote participation or all-virtual public meeting.