

Management Council Policy 20-02

Subject: **Emergency COVID-19 Related Policies**

(Source Notes: MC Minutes 4/16/20; 4/24/20)

1. **Applicability.** To the extent this policy is inconsistent with the Wyoming Legislative Service Office Personnel Manual, Travel Regulations or any other Management Council policy, this policy shall govern. This policy shall be in effect until repealed by the Management Council.

2. **Remote Activities.**
 - (a) Until such time as is determined by Management Council and to the extent practicable, all official activities conducted during the interim by legislative committees shall be conducted through remote means.

 - (b) Members who attend official legislative committee meetings remotely shall be considered present in person at the meeting, shall be permitted to vote and shall be counted for purposes of determining whether a quorum is present at the meeting.

 - (c) A live broadcast shall be streamed online for any official legislative committee meeting that is conducted through remote means. The live broadcast shall be conducted in the manner and subject to the limitations provided in Management Council Policy 18-01.

 - (d) For official legislative committee meetings conducted remotely through any video conferencing platform, only the members of the legislative committee, presenters listed on the meeting agenda, and members of the public who request and are approved to testify in advance shall be provided access to and allowed to directly participate in the video conference. Participation in the video conference by presenters listed on the meeting agenda and members of the public shall be limited to the agenda topic. Public participation shall be facilitated through the comment and sign up feature on the committee's website and any other means authorized by the committee chairmen. Participation in the video conference by members of the public may be subject to limitations as determined by the committee chairmen including deadlines for testimony requests and limitations on the time allowed for public comment and the total number of requests approved per agenda topic.

3. **Remote Session Per Diem.** A legislator attending a session via remote means shall be paid per diem at the rate specified by law. In lieu of the statutory per diem rate, any legislator may, by contacting the LSO Fiscal Officer, request to receive per diem in the amount provided for local meetings under Management Council Policy 10-03(1)(d)(ii) and A.2(e)(i) of the Management Council Travel Regulations or may waive per diem entirely.

4. **Internet Access Fees.** For the duration this section is in effect, the amount authorized under Management Council Policy 97-02 for internet access fees and set-up fees for legislators shall be amended from \$30 to \$60.
5. **Expenses.** Costs of the Legislature incurred as a result of the COVID-19 public health emergency shall be separately tracked and may be considered for reimbursement from any appropriate funding source.
6. **LSO Staff Leave.** For the period beginning April 1, 2020 and ending December 31, 2020, the Management Council adopts emergency paid leave for LSO Staff consistent with Divisions C (The Emergency Family and Medical Leave Expansion Act) and E (The Emergency Paid Sick Leave Act) of the Families First Coronavirus Response Act, H.R. 6201. The LSO shall administer the paid leave in a manner consistent with 29 CFR Part 826.

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