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Subject: Adjustments for Commission Meeting March 17, 2020

For the Commission meeting this evening, the following adjustments are being recommended for implementation:

1. Commission Seating:
 - a. Separation on the dais between elected officials, will limit the dais to a maximum of 5.
 - b. If full attendance by all Commissioners, two Commissioners can be seated at the dais where the Charter officers sit.
 - c. Speaker phone will be set up to accommodate Commissioner(s) who has (have) asked to attend telephonically.
2. Charter Officer Table:
 - a. Separation will be established to create a maximum of 2
 - b. An additional table may be set up in the front of the room for Charter officers/staff if necessary.
3. Directors' Attendance:
 - a. Directors have been informed that they do not need to attend.
 - b. The CM/ACM will address questions that may be posed by the Commissioners.
 - c. This would help to further limit the audience in the room.
4. Public Participation/Attendance:
 - a. The meeting will be streamed live.
 - b. The meeting will be streamed in the lobby, for public viewing.
 - c. While the public can view in the lobby, they will not be allowed access to the elevators or Chamber, except for Public Comments (to keep the attendance in the room limited).
5. Public Comments:
 - a. Public access will be restricted to the elevators and Chamber, until the resident is called to speak.
 - b. This will be facilitated by a police officer at the elevator.
 - c. Limited access (one at a time) will be allowed for residents who wish to address the Commission during public comments. This will be facilitated by the police officer monitoring access to the elevator.
6. Sanitation:
 - a. Dais/chairs/microphone, etc. will be sanitized prior to the meeting and at the end of the meeting.
 - b. Table in the ante room will be wiped down prior to the food being set up.
7. Hand Sanitizer:
 - a. Available in the lobby.

Sent from my iPhone

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