

## **Open Meetings via Electronic Means Policy**

### Agency Ineligibility

The Lafayette Parish Library Board of Control (the “Board”) does not meet the criteria pursuant to Act 393 to be eligible to conduct open public meetings via electronic means, because it:

1. Is not a state agency as defined by La. R.S. 49:951; and
2. Has powers, duties, or functions that are limited in scope to a particular political subdivision or region.

### Disability Accommodations

The Board shall provide accommodations via electronic means for people with disabilities on an individual basis to participate in open meetings of the Board.

For the purposes of this Policy, people with disabilities are defined as any of the following:

1. A member of the public with a disability recognized by the Americans with Disabilities Act (ADA);
2. A designated caregiver of such a person; or
3. A participant member of the agency with an ADA-qualifying disability.

All Public Notices for the Board’s open meetings shall include the name, telephone number, and email address of a representative of the Board to whom a disability accommodation may be submitted.

Upon receipt of an accommodation request, the designated representative is only permitted to ask if the requestor has an ADA-qualifying disability or is a caregiver of such a person (yes or no). The requestor shall not be required to complete a medical inquiry form or disclose the actual impairment or medical condition to support a disability accommodation request.

The designated representative shall provide the requestor with the accommodation, including the teleconference and/or video conference link, for participation via electronic means as soon as possible following receipt of the request, but no later than the start of the scheduled meeting.

*Adopted by the Board of Control on November 20, 2023, in accordance with Act 393 of the 2023 Regular Session of the Louisiana Legislature.*