

RULES SUB-COMMITTEE

RESOLUTION NO. RULES - 1

Title: Adoption and Ratification of Proposed Amendments to Various Sections of the Bylaws and Other Proposed Administrative, Practices and Procedures Offered by the Rules Sub-committee of the Pennsylvania State Law Enforcement Citizen Advisory Commission

Meeting Date: Special Meeting, March 25, 2022 at 1:00 p.m.

Description of Action Under Consideration: In accordance with Executive Order 2020-04, as amended, and Bylaws of the Pennsylvania State Law Enforcement Citizen Advisory Commission (Commission),¹ the Commission's Rules Sub-committee² wishes to consider, discuss, deliberate, and take official action(s) concerning proposed amendments to the Commission's Bylaws along with other administrative and procedural practices to include: (a) protocols related to engagement with governmental stakeholders and other non-governmental constituents regarding proposed legislative and other actions based, in part, on previous recommendations adopted by the Commission; (b) establishment of general and special public comment periods during all public meetings along with discretion for invitations to guest speakers; (c) setting timeframe for receipt of a Covered Agency's response for additional information requested by a Review Committee between five to 10 business days to be determined at the discretion of the Commission's Chairperson; and (d) allowance for electronic signatures for all preliminary reports issued by Review Committees and final reports adopted by the Commission for consideration and deliberation, the Rules Sub-committee will vote to approve or deny presentation of proposed amendments for consideration by the Commission at its regular (quarterly) meeting scheduled for May 13, 2022 at 12pm.

Originating Request Submitted By: Chairperson of the Rules Sub-committee

¹ These Bylaws were duly adopted by the Commission *via* Resolution No. 1 (dated May 20, 2021) and as amended via Resolution No. 1 (dated February 28, 2022).

² The Commission's Rules Sub-committee was duly formed during the Commission's Regular (Quarterly) Meeting held on December 10, 2021 and made pursuant to Article 8 (Review Process), Section 8.2 (Sub-committees and Review Committees).

RULES SUB-COMMITTEE

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Title: Adoption and Ratification of Proposed Amendments to Various Sections of the Bylaws and Other Proposed Administrative Practices and Procedures by the Rules Sub-committee for Consideration by the Pennsylvania State Law Enforcement Citizen Advisory Commission

AND NOW, on this ____ day of _____, _____, it is hereby certified that:

WHEREAS, in accordance with Section 10 (Procedures), Subsection (a) of Executive Order 2020-04, as amended, the Pennsylvania State Law Enforcement Citizen Advisory Commission (Commission) may establish subcommittees, rules, and procedures necessary to effectively implement its authority and responsibilities included in this Executive Order; and

WHEREAS, the Rules Sub-committee was duly formed and established by the Commission at its Regular Quarterly Meeting held on December 10, 2021 in accordance with Article 8 (Review Process), Section 8.2 (Commission Sub-Committees and Review Committees) of the Commission's Bylaws;¹ and

WHEREAS, the Rules Sub-committee considered, discussed, deliberated, and took official action(s) concerning proposed amendments to the Commission's Bylaws including: ((a) protocols related to engagement with governmental stakeholders and other non-governmental constituents regarding proposed legislative and other actions based, in part, on previous recommendations adopted by the Commission; (b) establishment of general and special public comment periods during all public meetings along with discretion for invitations to guest speakers; (c) setting timeframe for receipt of a Covered Agency's response for additional information requested by a Review Committee between five to 10 business days to be determined at the discretion of the Commission's Chairperson; and (d) allowance for electronic signatures for all preliminary reports issued by Review Committees and final reports adopted by the Commission; and

WHEREAS, such proposed amendments to the Commission's Bylaws effect **Article No. 4** (Appointment of Commission Members, Duties of Commission Officers, Terms of Service, Compensation, Attendance, Vacancies, Removal and Recusal), **Section 4.2** (Duties of Commission Officers, **Subsection (a)** (Commission's Chairperson); **Article No. 6** (Commission Meetings, Purpose and Rules of Commission Meetings, Quorum and Voting, Meeting Recording and Meeting Minutes), **Section 6.2** (Purpose and Rules of Commission Meetings); and **Article No. 8** (Review Process), **Sections 8.2** (Commission Sub-committee and Review Committees) and

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8.4 (Presentation of Preliminary Report to Commission), and **8.5** (Implementation of Recommendations); and

WHEREAS, following the Robert's Rules of Order, the Commission's Chairperson having attested to recognizing motions from the committee membership, said motions having been seconded and recording the votes of committee membership as indicated in the Vote Tabulation Form, the Rules Sub-committee hereby adopts and ratifies said proposed amendments to the Commission's Bylaws as required; and

NOW THEREFORE,

BE IT RESOLVED, that the undersigned hereby certify that the foregoing to be a true and correct excerpt of the Minutes of the Special Meeting of the Rules Sub-committee held on this date, at which a quorum was present, and that said Resolution was duly passed by a majority vote of the voting members of the Rules Sub-committee present; and

BE IT FURTHER RESOLVED, that the Rules Sub-committee authorizes the required drafting, release of, and presents its, proposed amendments to the Commission's Bylaws along with such other proposed administrative practices and procedures for Voting Members regarding community engagement and media inquiries to the Commission for further consideration and action.

AS DULY ADOPTED BY THE RULES SUB-COMMITTEE (DATED _____)

SIGNATURE OF THE PENNSYLVANIA STATE LAW ENFORCEMENT CITIZEN ADVISORY COMMISSION'S CHAIRPERSON:

(Electronic Signature Authorized)
PRINT: Sha S. Brown

SIGNATURE OF THE PENNSYLVANIA STATE LAW ENFORCEMENT CITIZEN ADVISORY COMMISSION'S SECRETARY:

(Electronic Signature Authorized)
PRINT: Jaimie L. Hicks

SIGNATURE OF THE CHAIRPERSON OF THE RULES SUB-COMMITTEE:

(Electronic Signature Authorized)
PRINT: Elizabeth C. Pittinger

SIGNATURES OF RULES SUB-COMMITTEE MEMBERS:

The Honorable Eric J. Coolidge
(Electronic Signature Authorized)

Denise Ashe
(Electronic Signature Authorized)

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