

RESOLUTION NO. 2024-07

A RESOLUTION ADOPTING RULES AND PROCEDURES RELATIVE TO THE AMERICAN WITH DISABILITIES ACT (ADA).

WHEREAS, ACT 393 of the 2023 Regular Session of the Louisiana Legislature, amends La. R.S. 42:17.2.1 and La. R.S. 42:14 (E) to requiring public bodies to provide reasonable accommodation to persons with a medically certified disability recognized by the American with Disabilities Act (“ADA”) such that those persons may participate during the open meetings. The act also requires reasonable accommodation for members of the public body with an ADA recognized and medically certified disability seeks accommodation including, but not limited to, remote participation in public meetings; and

WHEREAS, the City Council of the City of Youngsville desires to implement a policy that outlines the rules, regulations, and procedures for regulating and facilitating participation via teleconference or video conference for individuals requesting ADA accommodations prior to a public meeting.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Youngsville, State of Louisiana that the following Teleconference and Video Conference Participation Policy for ADA Accommodations be adopted:

Teleconference and Video Conference Participation Policy for ADA Accommodations

I. Policy Statement:

This policy is designed to ensure equal access and participation for individuals with disabilities as required by the ADA. It applies to all public meetings conducted by the City of Youngsville where teleconference and/or video conference participation is offered as an accommodation.

People with disabilities are defined as any of the following:

1. A member of the public with a disability recognized by the ADA;
2. A designated caregiver of such a person; or
3. A participant member of the governing body with an ADA qualifying disability.

II. ADA Accommodation Request Process:

Members of the Governing Body with an ADA qualifying disability

Any member of the governing body with an ADA recognized disability who seeks accommodations to remotely participate and vote in an open meeting of the City of Youngsville, shall complete an application for remote participation and provide a medical certification of disability on forms provided by the City Clerk.

Any member of the Council who is granted accommodation for a medically certified ADA recognized disability pursuant to this section shall notify the City Clerk of their desire to

attend a meeting electronically no later than 8:00 am on the day of the scheduled meeting. The City of Youngsville will make reasonable efforts to provide the member with either teleconference or video conference options to attend and participate in Board meetings.

Members of the Public with an ADA qualifying disability

Any member of the public with an ADA recognized disability who seeks accommodations to provide comment remotely in an open meeting of the City of Youngsville shall complete an application for remote participation and provide a medical certification of disability on forms provided by the City Clerk.

Any member of the public who is granted accommodation for a medically certified ADA recognized disability pursuant to this section shall submit a written request to the City Clerk (cityclerk@youngsvillela.gov) as provided in the public notice of the meeting no later than 8:00 am on the day of the scheduled meeting to allow for adequate arrangements to either:

1. Submit a written public comment on any agenda item that will be read aloud by the Clerk during the public comment period of said item. Any such public comment shall be specific to an agenda item and shall be specified by number as indicated on the agenda. Written comment shall not exceed 400 words and shall conform in content to all other rules of decorum regarding public comment; or
2. Request that the City of Youngsville make reasonable efforts to provide either teleconference or video conference options.
The requestor will be allocated no more than three (3) minutes to speak during the public comment period and/or public hearing portion of the meeting.

III. Confidentiality:

The City of Youngsville will maintain confidentiality regarding the nature of the ADA accommodation requested and any related communications. Only individuals directly involved in the accommodation process will have access to this information.

This Resolution having been submitted to a vote, the vote therein was as follows:

YEAS:
NAYS:
ABSTAIN:
ABSENT:

And the Resolution was declared adopted on this 9th day of May, 2024.

Nicole Guidry, City Clerk

Ken Ritter, Mayor