

B. Meetings

1. Rules of Procedure

“Robert’s Rules of Order,” current version, shall govern in all situations not specifically covered by the Commission’s Rules of Procedure or the City Charter. In the event of a conflict between the Rules of Procedure and Robert’s Rules of Order, the Rules of Procedure shall prevail.

2. Requirement to Meet in Public

The Oregon form of government requires an informed public be aware of the deliberations and decisions of governing bodies and the information upon which such decisions are made. It is the intent of ORS 192.610 to 192.690 that decisions of governing bodies are arrived at openly.

All meetings of the governing body of a public body shall be open to the public and all persons shall be permitted to attend any meeting except as otherwise provided by ORS 192.630 (ORS 192.610 to 192.690).

Legal reasons to hold closed sessions are very limited and the occasions when an advisory board could adjourn to a closed session are rare. Specific cases should be cleared with the City Attorney prior to attempting to schedule a closed session. The board should follow all City guidelines and checklists regarding compliance with the Oregon Open Meeting Laws.

3. Requirement to be Accessible to Public

State law requires that public meetings shall be accessible to persons with disabilities.

Wheelchair Access

All board, committee, and commission meetings and meetings of the sub-committees must be held at wheelchair accessible locations. This includes the approach to the facility, entry, path of travel within the facility, and restrooms. City of Oregon City facilities are continually being upgraded to meet accessibility requirements.

Communication Access for Disabled Members of the Public

Pursuant to ORS 192.630, it is discrimination on the basis of disability for a governing body of a public body to meet in a place inaccessible to persons with disabilities, or upon request of a person who is deaf or hard of hearing, to fail to make a good faith effort to have an interpreter for persons who are deaf or hard of hearing provided at a regularly scheduled meeting.

Assistive listening devices are available in Commission Chambers for persons with impaired hearing. Arrangements for these can also be made with the staff person prior to the scheduled meeting.