

# Advisory Committee on Sexual and Domestic Violence

## Virtual Meeting

*(In accordance with approved policy)*

Wednesday, December 11, 2024

10:30 a.m. – 12:30 p.m.

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### Welcome and Introductions

Claudia Lopez-Muñiz, Committee Vice-Chair

### Approval of September 18, 2024 Meeting Minutes

### Election of Chair

### State Agency Funding Updates

- Virginia Department of Criminal Justice Services
- Virginia Department of Health
- Virginia Department of Housing and Community Development
- Virginia Department of Social Services

### Past Business

- Virginia Sexual and Domestic Violence Program Professional Standards
- Virginia State Crime Commission Language Access Study Request

### New Business

- Revisions to *Policy on Participation of Virginia Advisory Committee on Sexual and Domestic Violence Members in Meetings by Electronic Means*
- Legislative Matters in Preparation for 2025 General Assembly Session

### Other Member Announcements

### Public Comment

### Proposed 2025 Meeting Dates:

March 5, 2025, 10:30 a.m. – 12:30 p.m. (in-person)

June 4, 2025, 10:30 a.m. – 12:30 p.m. (virtual)

September 10, 2025, 10:30 a.m. – 12:30 p.m. (in-person)

December 3, 2025, 10:30 a.m. – 12:30 p.m. (virtual)

*Draft Policy Presented on 12/11/2024*

**Policy on Participation of Virginia Advisory Committee on Sexual and Domestic Violence Members in Meetings by Electronic Means**  
**Pursuant to Code of Virginia ~~Code~~ § 2.2-3708.3**

It is the policy of the Virginia Advisory Committee on Sexual and Domestic Violence (“Committee”) that individual members may participate in meetings of the Committee by electronic communication as permitted by Code of Virginia ~~Va. Code~~ § 2.2-3708.3. This policy shall apply to the entire membership ~~and~~ without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of the Committee to be physically assembled at the primary or central meeting location, except in the case of an all-virtual public meeting permitted by Code of Virginia ~~Va. Code~~ § 2.2-3708.3. However, an individual member of the Committee who is a person with a disability, as defined in Code of Virginia § 51.5-40.1 or who is a caregiver for a person with a disability and who uses remote participation, will count toward the quorum as if the individual was physically present., and arrangements will be made for the voice of the remote participant to be heard by all persons at the primary meeting location.

To participate through electronic communication means pursuant to Code of Virginia ~~Va. Code~~ § 2.2-3708.3, the member must notify the Chair of the Committee that (i) such member has a temporary or permanent disability or other medical condition that prevents the member’s physical attendance; (ii) a family member’s medical condition requires the member to provide care that prevents the member’s physical attendance or the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held; (iii) such member’s principal residence is more than 60 miles from the primary meeting location, or (iv) such member is unable to attend due to a personal matter and identifies with specificity the nature of the personal matter.

Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq.) of the *Code of Virginia*. If a member's participation from a remote location is challenged, then the Committee shall vote whether to allow such participation.

The request for remote participation shall be recorded in the minutes of the meeting. If the Committee votes to disapprove of the member's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity. If the request is approved, the reason that the member is unable to attend the meeting and the remote location from which the member participates will be recorded in the meeting minutes. When such individual participation is due to a

personal matter, such participation is limited by law to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

Further, it is the policy of the Committee that the Committee may hold all-virtual public meetings pursuant to subsection C of [Code of Virginia](#) ~~Va. Code~~ § 2.2-3708.3. Such all-virtual public meetings are also limited to two meetings per calendar year or ~~50~~25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual public meeting.

The fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held will be recorded in the minutes.

When audio-visual technology is available, a member of the Committee shall, for purposes of a quorum, be considered absent from any portion of the meeting during which visual communication with the member is voluntarily disconnected or otherwise fails or during which audio communication involuntarily fails.

Nothing in this policy shall be interpreted to prohibit or restrict any individual member of the Committee who is participating in an all-virtual meeting or who is using remote participation from voting on matters before the Committee.

The Committee shall at least once annually adopt this policy.