



SHIAWASSEE HEALTH AND WELLNESS POLICY AND PROCEDURE MANUAL

Title:	Public Meetings
Section:	Board Governance
Policy Number:	14
Issued By:	CEO
Approved by: Governance Committee	Effective Date: 04/26/2021
Approved on: 09/08/2025	Last Revision: 09/06/2022
	Last Review: 08/15/2025
	Annual Policy Statement Review: 09/08/2025

POLICY STATEMENT:

It is the policy of Shiawassee Health and Wellness (SHW) that the Board of Directors will be in compliance with Public Act 254 of 2020.

PURPOSE:

The purpose of this policy is to ensure all aspects of Public Act 254 of 2020 are followed and understood by SHW and SHW Board of Directors.

APPLICATION:

This policy applies to all SHW Board and Committee meetings.

DEFINITIONS:

Medical Condition: means an illness, disability, or other health-related condition.

Public Body: means any state or local legislative or governing body, including a board, commission, committee, subcommittee, authority, or council, that is empowered by state constitution, statute, charter, ordinance, resolution, or rule to exercise governmental or proprietary authority or perform a governmental or proprietary function; a lessee of such a body performing an essential public purpose and function pursuant to the lease agreement; or the board of a nonprofit corporation formed by a city under section 4o of the home rule city act, 1909 PA 279, MCL 117.4o.

PROCEDURE:

1. All decisions of a public body must be made at a meeting open to the public.
2. The public body shall follow the current guidance on gatherings and face masks from Michigan Department of Health and Human Services (MDHHS).
3. SHW shall follow current guidance from Michigan Occupational Safety and Health Administration (MIOSHA) Emergency Rules.

4. After December 31, 2021, only members absent due to military duty can participate remotely.
5. To accommodate the absence of any member of the public body due to military duty, a SHW will utilize Zoom to allow for two-way communication by which the absent member may participate in, and vote on, business before the public body.
6. Each member of the public body attending the meeting remotely must announce publicly during roll call that they are meeting remotely.
7. Public is provided notice at the committee or board meeting of the absence of a Board member. The Director of Administration or designee will post in the meeting posting how to contact a board member.
8. A person of the public attending the public meeting is not required to register or otherwise provide their name or other information to attend the meeting. Reference Board Governance Policy #11 Public Comment for person of public addressing the public body.
9. A person of the public must not be excluded from a meeting otherwise open to the public except for a breach of the peace actually committed at the meeting.

COMPLIANCE:

[State of Michigan Public Act 254 of 2020](#)

Change Log:

Date of Change	Description of Change	Responsible Party
03/17/21	Developed	J.Semans
03/22/21	Reviewed	Governance Committee
09/22/21	Changed language to be "Current MIOSHA or MDHSS" guidance	J. Semans
09/06/22	Updated to current OMA law, removed all reference to electronic meetings as no longer allowable.	J. Semans
08/19/2025	Title Updates	C. Barnett