

AGENDA
BOARD POLICY NO. 1.002

It shall be the policy of the Executive Cabinet that the Executive Director shall prepare an agenda, with the advice of the President, for each regular meeting of the Executive Cabinet, and shall send each member a copy at least 72 hours prior to the meeting. Copies shall be posted at various locations for viewing by the public and JPA employees at least 72 hours prior to a regular meeting and 24 hours prior to a special meeting. All items appearing on the agenda shall be numbered and organized in standard form. Supporting documents and information material shall be prepared and included with the agenda when this will clarify items on the agenda and expedite the progress of the meeting.

The previously prepared and distributed agenda shall be adopted by regular vote and control the order of business of the meeting.

New business introduced from the floor by Executive Cabinet members or the public shall not be acted upon by the Executive Cabinet at that meeting unless unusual circumstances make immediate action imperative and it is ordered by unanimous Executive Cabinet action.

Any new or revised policy which may be considered controversial or of extreme interest to a large segment of the public shall not be acted upon at the meeting at which it is introduced.

A short intermission may be called by the President of the Executive Cabinet at any point on the agenda.