

Proposed Policies Regarding ICOC Meetings

- The members of the ICOC have demonstrated an extraordinary commitment to the mission of Proposition 71 by participating in numerous meetings, including 40 ICOC meetings, 73 subcommittee meetings, and 35 working group meetings. (A number of members of the ICOC are also members of subcommittees and two or more working groups.)
- In order to advance the important mission entrusted to them by the voters, members of the ICOC are expected to attend as many of the ICOC’s scheduled meetings as is possible. (Likewise, members of subcommittees are expected to attend as many subcommittee meetings as is possible.)
- From time to time, however, members will be unable to attend a meeting because of personal or other reasons. If a member is unable to attend a regular or special meeting of the ICOC or subcommittee, the member should notify the Executive Director of the ICOC as soon as is reasonably possible.
- ICOC members who have the power to appoint an alternate should make all appropriate efforts to have an alternate attend an ICOC meeting or subcommittee meeting if the member is unable to attend.
- Under the ICOC’s bylaws, members are expected to attend regular ICOC meetings in person. (Subcommittee meetings and special board meetings may be attended by teleconference.) In recognition of the members’ busy schedules and in an effort to secure a quorum, however, attendance by teleconference or video-conference (collectively referred to as “teleconference”) is permitted under the following circumstances:
 1. Members who have significant medical needs may participate in regular ICOC meetings by teleconference.
 2. Patient advocate members may participate in regular ICOC meetings by teleconference.
 3. Other members of the ICOC may request to participate in regular ICOC meetings by teleconference. However, no more than five members, excluding members who are covered by *both* paragraphs (1) and (2), above, may participate in a regular ICOC meeting by teleconference. Members shall be accorded priority as follows: (a) patient advocate members; (b) members who have not previously participated by teleconference or who have participated fewer times than the other members requesting to participate by teleconference; (c) members whose alternates are unavailable to attend the meeting; and (d) members who are traveling out-of-state on the date of the meeting. The Chair of the ICOC shall have the discretion to limit the number of members attending by teleconference, except for members covered by *both* paragraphs (1) and (2), above, based

upon his or her assessment of the importance of in-person attendance at the ICOC meeting for which the teleconference participation request was made.

4. Excluding members covered by paragraph (1) or paragraph (2), above, ICOC members may participate by teleconference in no more than two regular ICOC meetings per year.
5. Members who participate in regular ICOC meetings by teleconference shall not participate in closed session discussions of proprietary and confidential information in grant and loan applications for those meetings attended by teleconference.
6. Members who participate in regular ICOC meetings by teleconference must participate from locations that are accessible to the public.
7. This policy does not change the procedures for the conduct of subcommittee meetings or special ICOC meetings.