

Policy 10.6

POLICY TITLE: OPEN MEETINGS, FREEDOM OF INFORMATION AND REASONABLE ACCOMMODATION	POLICY # 10.6	
Topic Area: Governance/Management	Page 1 of 4	REVIEW DATES
Applies to: LRE Executive Board	ISSUED BY: Chief Executive Officer	1/25/23
		12/17/24
	APPROVED BY: Board of Directors	
Developed and Maintained by: LRE Executive Board, LRE CEO	Effective Date: 1/25/2023	Revised Date: 12/27/24
Supersedes: N/A		

I. PURPOSE

To provide the LRE Board specific requirements for operating in compliance with Michigan's Open Meetings Act, 1976 PA 267, the Freedom of Information Act, 1976 PA 422; Title VII of the Civil Rights Act of 1964; Americans with Disabilities Act, and the ADA Amendments Act of 2008

II. POLICY

The Lakeshore Regional Entity Board of Directors members, officers, staff and other employees shall fully comply with all applicable laws, regulations and rules, including without limitation 1976 PA 267 (the "Open Meetings Act"), 1976 PA 422 (the "Freedom of Information Act"), Title VII of the Civil Rights Act of 1964; Americans with Disabilities Act, and the ADA Amendments Act of 2008.

The Regional Entity shall develop such compliance policies and procedures. If any such noncompliance is found, immediate corrective action as defined in the Lakeshore Regional Entity Operating Agreement shall be taken by the appropriate source to ensure compliance. Compliance policies and procedures will be defined in the Operating Agreement.

III. APPLICABILITY AND RESPONSIBILITY

This policy applies to the LRE CEO and Board.

IV. MONITORING AND REVIEW

This policy will be reviewed annually by the LRE CEO

V. DEFINITIONS

Closed Session: A meeting or part of a meeting of a public body that is closed to the public.

Decision: A determination, action, vote, or disposition upon a motion, proposal, recommendation, resolution, order, ordinance, bill, or measure on which a vote by members of a public body is required and by which a public body effectuates or formulates public policy

Disability: a mental or physical impairment, or a record or history of such an impairment, that prevents participation in major life activities.

Disabled Person: Someone who has a mental or physical impairment, or a record or history of such an impairment, that prevents participation in major life activities.

Public Body: 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.

Meeting: The convening of a public body at which a quorum is present for the purpose of deliberating toward or rendering a decision on a public policy, or any meeting of 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.

Reasonable Accommodation: A reasonable accommodation is a modification or adjustment to a job, the work environment, or the way things usually are done that enables a qualified individual with a disability to enjoy an equal employment opportunity. An equal employment opportunity means an opportunity to attain the same level of performance or to enjoy equal benefits and privileges of employment as are available to an average similarly-situated employee without a disability.

The ADA requires reasonable accommodation in three aspects of employment:

- 1) to ensure equal opportunity in the application process,
- 2) to enable a qualified individual with a disability to perform the essential functions of a job, and
- 3) to enable an employee with a disability to enjoy equal benefits and privileges of employment.

Mental impairment: Any psychological or mental disorder, such as emotional or mental illness, mental retardation, organic brain syndrome, and learning disabilities. These include, but are not limited to:

- Muscular dystrophy

- Orthopedic, speech, and hearing impairments
- Visual impairments
- Hearing impairments
- Heart disease
- Epilepsy
- Cerebral palsy
- Intellectual/Developmental disability
- Drug addiction
- Specific learning disabilities

Physical Impairment: A physiological disorder or condition, anatomical loss, or cosmetic disfigurement that impacts one or more of these body systems:

- Neurological
- Special-sense organs
- Musculoskeletal
- Digestive
- Cardiovascular
- Respiratory
- Reproductive
- Hemic and lymphatic
- Endocrine
- Skin
- Genitourinary

VI. PROCEDURES

LRE shall operate in compliance with the procedures prescribed in Michigan’s Open Meetings Act, 1976 PA 247, in Michigan’s Freedom of Information Act, 1976 PA 442, Title VII of the Civil Rights Act of 1964; Americans with Disabilities Act, and the ADA Amendments Act of 2008

Board members seeking reasonable accommodations will submit a formal request using the “Reasonable Accommodations Request Form” to the LRE Board Executive Committee. The request will be reviewed by the Executive Committee during the next regularly scheduled Executive Committee meeting and a disposition provided to the requesting Board member within seven (7) days of the date of review.

VII. RELATED POLICIES AND PROCEDURES

- Michigan’s Open Meetings Act, 1976 PA 247.
[http://www.legislature.mi.gov/\(S\(y0izyfd1uq0jvg2hi5ziwenc\)\)/mileg.aspx?page=GetObject&objectname=mcl-Act-267-of-1976](http://www.legislature.mi.gov/(S(y0izyfd1uq0jvg2hi5ziwenc))/mileg.aspx?page=GetObject&objectname=mcl-Act-267-of-1976)
- Michigan’s Freedom of Information Act, 1976 PA 442
[http://www.legislature.mi.gov/\(S\(getco1pddofdrjvliafthpbl\)\)/mileg.aspx?page=GetObject&objectname=mcl-Act-442-of-1976](http://www.legislature.mi.gov/(S(getco1pddofdrjvliafthpbl))/mileg.aspx?page=GetObject&objectname=mcl-Act-442-of-1976)

- Lakeshore Regional Entity Operating Agreement
- Title VII of the Civil Rights Act of 1964;
- Americans with Disabilities Act;
- ADA Amendments Act of 2008
- Michigan Elliott-Larsen Civil Rights Act
- LRE Policy
- LRE Reasonable Request for Accommodation

VIII. CHANGE LOG

Date of Change	Description of Change	Responsible Party
12/27/24	Reviewed – No Changes	CEO