

# **ACCG Executive Committee**

## **Adoption of the 2021 Policy Agenda**

### **Background**

After three meetings and much research and deliberation, ACCG's Executive Committee has decided to waive some of the technicalities of the ACCG Policy Process<sup>1</sup> and offer a similar process to allow the ACCG Membership to vote on the 2021 Policy outside of an in-person meeting. The research included: (1) a survey of ACCG membership on willingness to attend an in-person conference;<sup>2</sup> (2) a cost analysis for an in-person conference;<sup>3</sup> (3) Centers for Disease Control and Prevention (CDC) recommendations;<sup>4</sup> (4) a legal analysis of the risks associated with an in-person conference during a pandemic;<sup>5</sup> (5) a review of the convention center's COVID-19 protocol;<sup>6</sup> outline of issues;<sup>7</sup> (6) current transmission rates of COVID-19 throughout the state; (7) the economic impact of cancelling the in-person conference on the Glynn County community; (8) the economic impact to attendees who may be turned away due to the policies contained herein; (9) the fact that ACCG was not yet contractually committed to the convention center and hotels for the Business Session held at the Legislative Leadership Conference (LLC); (10) the fact that ACCG has no insurance to cover any claims related to COVID-19.

### **Policy Process During COVID-19**

1. Policy Committees. Consistent with current policy, each Policy Committee will meet at least one time through a remote platform to study policy issues of importance, hold subcommittee meetings, if needed, and discuss and recommend policy objective recommendations to the Policy Council.<sup>8</sup> The ACCG Policy Team will provide notice of the Policy Committee meetings to the Membership.<sup>9</sup> In accordance with current policy, voting will be by the commissioners, county clerks, county managers/administrators, and county attorneys.<sup>10</sup>
2. Membership Notice of Policy Committee Recommendations. Consistent with current policy, the Policy Objectives recommended by the Policy Committees will be provided to the membership with the ACCG Amendment Form and instructions on how to propose amendments for consideration by the Policy Council.<sup>11</sup>
3. Proposed Amendments to Policy Objectives by the Membership. Before the Policy Committee recommendations are presented to the Policy Council, any member may submit a proposed amendment, to what has been recommended by the Policy Committee, in writing on the ACCG Amendment Form that must be submitted to the Policy Council Chair and Legislative Director by noon on the day before the Policy Council meeting.<sup>12</sup>
4. Policy Council Adoption of Recommended Policy Agenda. Consistent with current policy, the Policy Council will meet (in-person or remotely), to consider: (1) the recommendations of the Policy Committees on the proposed Policy Objectives (and any

amendments submitted by the Membership in advance of the meeting); (2) the Guiding Principles; and (3) the Policy Objectives eligible to become Legislative Priorities.<sup>13</sup>

5. Membership Notice of Policy Council Recommendations. Consistent with current policy, the Policy Council Report will be provided to the Membership, with instructions on how to submit an amendment.<sup>14</sup>
6. Membership Briefings on Policy Council Recommendations. Rather than the break-out session typically held at the Legislative Leadership Conference (LLC), the ACCG Policy Team will provide an update through a remote platform (i.e., webinar, Facebook Live, and/or other virtual meeting platform) to the Membership on the Policy Council Report.
7. Proposed Amendments to Policy Objectives by the Membership. Before the final proposed Policy Agenda is provided to the voting delegates, the membership will be given an opportunity to submit an amendment in writing that is co-signed or otherwise approved in writing (such as via email) by at least five commissioners who are each from a different county in good standing.<sup>15</sup>
8. Membership Input on Potential Legislative Priorities. Prior to the final proposed Policy Agenda being submitted for a vote by the voting delegates, the ACCG Policy Team and IT Team will prepare a survey of the chairs, sole commissioners, mayors, CEOs, commissioners and council members on suggestions for Legislative Priorities.
9. Voting Delegates. ACCG will send to each county a notice on the selection of a voting delegate for the county in accordance with current policy. A county governing authority may delegate the authority to any individual.<sup>16</sup> If the county governing authority does not delegate an individual to be the voting delegate, then the voting delegate will be the chair, sole commissioner, CEO or mayor.<sup>17</sup> Additionally, if the governing authority does not delegate a voting delegate, the chair, sole commissioner, CEO or mayor may delegate another member of the governing authority to be the voting delegate.<sup>18</sup>
10. Credentials Committee Meeting. The Credentials Committee will meet remotely before the ballots are sent out to ensure that the list of voting delegates is correct, that there are at least 25 voting delegates, and resolve any challenges raised regarding a voting delegate.<sup>19</sup>
11. Final Draft of Proposed Policy Agenda. The ACCG Policy Staff will create a proposed 2021 ACCG Policy Agenda that includes: (1) the Guiding Principles recommended by the Policy Council; (2) the Policy Objectives recommended by the Policy Council; and (3) the Legislative Priority or Priorities based upon the survey results.
12. Membership Notice of Proposed Policy Agenda. The ACCG Policy Staff will send the proposed 2021 ACCG Policy Agenda, any proposed amendments to the entire membership,<sup>20</sup> and the report of the Credentials Committee.<sup>21</sup>
13. Vote on Policy Agenda. In accordance with state law, ACCG Membership will be asked to take action on the 2021 ACCG Policy Agenda outside of a Membership Meeting.<sup>22</sup> ACCG will send a ballot to each county's Voting Delegate who will be asked to vote for or against:<sup>23</sup> (1) the proposed 2021 ACCG Policy Agenda; and (2) any proposed amendment or resolution submitted by the membership. The communication for voting

submitted to the Voting Delegates will include:

- a. A statement that a majority of votes is necessary to adopt the Policy Agenda and any proposed amendments or resolutions.
  - b. A statement that at least 25 county<sup>24</sup> voting delegates are required to vote in order to meet the quorum requirements.<sup>25</sup>
  - c. The deadline for submission of votes must also be included.<sup>26</sup>
14. Minutes. After the conclusion of the voting period, minutes will be taken for approval by the Board of Managers at the next regular meeting.
15. Membership Notice of Vote. ACCG Policy Staff will notify the Membership of the results of the vote and provide copies of the adopted 2021 ACCG Policy Agenda through email, website, and/or social media.

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<sup>1</sup> ACCG Policy Procedures (April 26, 2019).

<sup>2</sup> 2020 LLC Survey Data Summary, data collected between June 1 and June 5, 2020, and presented to the Executive Committee on June 8, 2020 (Michele NeSmith and Jeff Christie).

<sup>3</sup> 2020 ACCG Legislative Leadership Conference Jekyll Island Convention Center (JICC), Sept. 30-Oct. 2, 2020 Conference Cost Analysis, presented to the Executive Committee at the June 8, 2020 meeting (Jeff Christie).

<sup>4</sup> Interim Guidance: Get Your Mass Gatherings or Large Community Events Ready for Coronavirus Disease 2019 (COVID-19), Department of Health and Human Services and the Centers for Disease Control and Prevention (April 5, 2020); [https://www.cdc.gov/coronavirus/2019-ncov/downloads/Mass-Gatherings-Document\\_FINAL.pdf](https://www.cdc.gov/coronavirus/2019-ncov/downloads/Mass-Gatherings-Document_FINAL.pdf) (accessed on June 5, 2020).

<sup>5</sup> \*Confidential Attorney Client Communication\* Mitigation of Potential Damages Related to Holding Legislative Leadership Conference, June 5, 2020 (Kelly Pridgen).

<sup>6</sup> Jekyll Island ASM Global Updated Convention Center Protocol, reviewed by staff on June 8, 2020; Jekyll Island Authority COVID-19 (Coronavirus Response) <https://www.jekyllisland.com/jekyll-island-authority/covid-19/> (accessed on June 8, 2020).

<sup>7</sup> Agenda Briefing sheet on Decision to Hold or Cancel Legislative Leadership Conference, June 1, 2020 (Dave Wills).

<sup>8</sup> See, Section II(B) and (C) of the ACCG Policy Procedures.

<sup>9</sup> Section V(B)(2) of the ACCG Policy Procedures.

<sup>10</sup> Section II(E) of the ACCG Policy Procedures.

<sup>11</sup> Section III(E) and V(B)(2) and (5) of the ACCG Policy Procedures.

<sup>12</sup> Section III(E)(4) of the ACCG Policy Procedures.

<sup>13</sup> Section III(B)(1) and (2) of the ACCG Policy Procedures.

<sup>14</sup> Section V(B)(4) and (5) of the ACCG Policy Procedures.

<sup>15</sup> Section IV(B)(4) of the ACCG Policy Procedures.

<sup>16</sup> Section IV(B)(5)(b) of the ACCG Policy Procedures.

<sup>17</sup> Section IV(B)(5)(b) of the ACCG Policy Procedures.

<sup>18</sup> Section IV(B)(5)(b) of the ACCG Policy Procedures.

<sup>19</sup> Section IV(B)(2)(b) of the ACCG Policy Procedures.

<sup>20</sup> See Section V(B)(4) of the ACCG Policy Procedures.

<sup>21</sup> See, Section IV(b)(2)(c) of the ACCG Policy Procedures.

<sup>22</sup> O.C.G.A. § 14-3-708.

<sup>23</sup> O.C.G.A. § 14-3-708(b)(1) and (2).

<sup>24</sup> ACCG Bylaws, Article XII.

<sup>25</sup> O.C.G.A. § 14-3-708(d)(1).

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<sup>26</sup> O.C.G.A. § 14-3-708(d)(3).