



Board of County Commissioners Meeting Protocol

The Eagle County Board of Commissioners meets weekly to take action and set policies on behalf of Eagle County Government. Regular meetings of the board begin at 8:30 a.m. on Mondays and Tuesdays and are conducted at the Eagle County Building in Eagle or at the Eagle County Community Center in El Jebel, unless otherwise noticed.

Agendas and meeting locations are published by the close of business on the preceding Thursday and are posted at the Eagle County Building in Eagle and online at www.eaglecounty.us/commissioners. Agendas are also available by email subscription at www.eaglecounty.us/ENews. Any amendment to posted agendas will follow procedures set forth in the Colorado Open Meetings Act.

All meetings of the board of county commissioners are open to the public, except executive sessions (see below). Topics are scheduled for discussion and decisions in such a way as to foster openness and constituent engagement as much as possible, while also protecting the interests of the county and providing the opportunity for frank and meaningful dialogue among elected officials.

Meetings are scheduled as follows:

Executive Sessions

Purpose

- These closed sessions are for discussion of topics set by state statute, specifically:
 - (§24-6-402(4)(a), C.R.S.), the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest;
 - (§24-6-402(4)(b), C.R.S.), conferences with an attorney for the purpose of receiving legal advice on specific legal questions;
 - (§24-6-402(4)(c), C.R.S.), matters required to be kept confidential by federal or state law or rules and regulations;
 - (§24-6-402(4)(d), C.R.S.), specialized details of security arrangements or investigations;
 - 5. (§24-6-402(4)(e), C.R.S.), determination of positions relative to matters that may be subject to negotiations, development of strategy for negotiations and instruction of negotiators;
 - (§24-6-402(4)(f), C.R.S.), personnel matters; and
 - (§24-6-402(4)(g), C.R.S.), consideration of any documents protected by the mandatory nondisclosure provisions of the Open Records Act.
- No decisions are made in executive session.

Available Records

- Audio recordings of executive sessions are maintained for 90 days, for the sole purpose of legal review should the nature of a session be challenged.

Attorney Updates

Purpose

- Receive information pertaining to legal issues not covered under executive session.

Available Records

- Audio recordings are available upon request.

Discussion Items

Purpose

- Review work product not finalized for public distribution, such as draft budgets.
- Discuss personnel matters that pertain to an individual or to a position not covered under executive session rules; or to county employees as a whole, such as overall salary or benefits packages.

Available Records

- Audio recordings are available upon request.

Commissioner and County Manager Updates

Purpose:

- Report out on meetings attended and apprise others of upcoming meetings of individual commissioners.
- Request additional information needed for deliberation or decision making.
- Request future topics for discussion or deliberation.
- Receive operational updates.
- Receive updates on media inquiries, upcoming events, constituent interactions, TV scheduling and other public affairs matters.

Available Records

- Audio recordings are available upon request.

Work Sessions

Purpose

- Gather information and give direction to county staff.
- Conduct preliminary deliberations.

- Receive presentations by or engage in discussions with partner organizations.

Available Records

- Audio recordings of all sessions are available upon request.
- Meetings are aired live on cable channel 18 in the Eagle Valley and streamed live at www.eaglecounty.us/Communications. Video recordings of past meetings are available on demand at www.eaglecounty.us/ecgtv.

On the Record

Purpose:

- Take formal action on consent agenda items and business items.
- Conduct public hearings on legislative and quasi-judicial topics.
- Convene as the Board of Health, Eagle County Air Terminal Corporation, Housing and Development Authority or Liquor License Authority.
- Provide opportunity for constituent input.

Available Records

- Audio recordings of all sessions are available upon request.
- Meetings are aired live on cable channel 18 in the Eagle Valley and streamed live at www.eaglecounty.us/Communications. Video recordings of past meetings are available on demand at www.eaglecounty.us/ecgtv.
- Minutes are available following approval at www.eaglecounty.us/Commissioners/Commissioner_Meetings/Minutes