

**THE EIGHTH JUDICIAL DISTRICT CRIMINAL JUSTICE COORDINATION
COUNCIL**

OPEN MEETINGS RESOLUTION

WHEREAS, the Eighth Judicial District Criminal Justice Coordination Council met in regular session on January 24th, 2020; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 through 10-15-4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission or other policy-making body of any state agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1 (D) of the Open Meetings Act requires the Eighth Judicial District Criminal Justice Coordinating Council to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Eighth Judicial District Criminal Justice Coordination Council that:

1. All meetings shall be held in either the Taos County, Union County, Colfax County, or as indicated on the meeting notice.
2. Regular meetings shall be held as needed at the call of the Chair or a majority of council members. A proposed agenda will be available from the Eighth Judicial District Criminal Justice Coordination Council during the week before the meeting. Items on which the Commission may take action may be added to the agenda up to seventy-two (72) hours prior to the meeting. Notice of regular meetings will be given ten (10) days in advance of the meeting date.
3. Special meetings may be called by the Chairperson or a majority of the members upon three (3) days' notice.
4. Emergency meetings will be called only under circumstances which demand immediate action to protect the health, safety or property of citizens. The Eighth Judicial District Criminal Justice Coordination Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or a majority of the members upon twenty-four (24) hours' notice, unless imminent threat of personal injury or property damage require less notice. Within ten (10) days of taking action on an

emergency matter, the Commission shall report to the Attorney General's Office the action taken and the circumstances creating the emergency.

5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and general subject matter to be discussed is posted in lobby of the County Building at 105 Albright Street, Taos, New Mexico; the lobby of the Union County District Courthouse at 100 Court Street, Clayton, New Mexico; or the Colfax County District Courthouse at 1413 South Second Street, Raton, NM 87740; and will be posted on the Eighth judicial District Court's website. The Eighth Judicial District Criminal Justice Coordination Council shall also send via electronic mail copies of the written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request for notice of public meetings. Notice shall also be sent via electronic mail to those who have previously requested advance notice of such meetings and whose names and addresses are on a mailing list maintained by the Eighth Judicial District Criminal Justice Coordination Council. The Council will ensure that the notice list is updated on an annual basis. The notice shall indicate where the public may obtain a copy of the proposed agenda. Except in the case of an emergency, the agenda for all Commission meetings shall be available to the public at least seventy-two (72) hours prior to the meeting and posted on the Eighth Judicial District Court's web site <https://eighthdistrictcourt.nmcourts.gov>.

6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements shall be met by posting notices in the lobby of the County Building at 105 Albright Street, Taos, New Mexico; the lobby of the Union County District Courthouse at 100 Court Street, Clayton, New Mexico; or the Colfax County District Courthouse at 1413 South Second Street, Raton, NM 87740; on the Eighth judicial District Court's website; and by telephonic or electronic notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. Members of the Eighth Judicial District Criminal Justice Coordination Council may participate in a meeting of the Council by means of a conference telephone or similar communications equipment when it is otherwise difficult or impossible for the member to attend in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time, and members of the public attending the meeting are able to hear any member of the Council who speaks during the meeting.

8. The Eighth Judicial District Criminal Justice Coordination Council may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Eighth Judicial District Criminal Justice Coordination Council taken during the open meeting, The authority for the closure and the subjects to be discussed shall be stated in the motion for closure and the vote on closure of each individual member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting; and

(b) If the decision to hold a closed meeting is made when the Eighth Judicial District Criminal Justice Coordination Council is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances and stating the specific provision of law authorizing the closed meeting and the subjects to be discussed, is given to the members and to the general public; and

(c) Except as provided in Section 10-15-1(H), any action taken as a result of discussions in a closed meeting shall be made by vote of the Eighth Judicial District Criminal Justice Coordination Council in an open public meeting.

Approved by the Eighth Judicial District Criminal Justice Coordination Council Chair this 9th day of April, 2020.



Jeffrey A. Shannon, District Court Judge of the Eighth Judicial District Courts