

New York State Assembly
Videoconferencing Attendance Procedures

1. Videoconferencing attendance shall only be authorized for Assembly sessions and hearings and shall be consistent with the Public Officers Law and the Joint Resolution of the Senate and Assembly. Videoconference attendance shall be limited to only extraordinary circumstances, defined as including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the Member's physical attendance at such meeting. Absent such extraordinary circumstances, Members are still expected to attend all Assembly sessions and hearings in person.
2. The Member's action or actions shall not be the primary cause of the extraordinary circumstances necessitating or motivating the request for videoconference attendance. The Member's failure to exercise ordinary or normal professional due diligence shall not qualify as extraordinary.
3. Evaluation and approval of any request for videoconference attendance shall be made on a case-by-case basis and shall be subject to achieving the in-person quorum requirement pursuant to the Public Officers Law.
4. Requests for videoconference attendance must be made to:

Majority Conference:	Majoritychamber@nyassembly.gov
Minority Conference:	Minoritychamber@nyassembly.gov
5. Requests for videoconference attendance must be made sufficiently in advance of the meeting's scheduled start time to permit time to assess the reasonableness of the request and for the necessary technological arrangements to be made.
6. Appropriate paperwork supporting the request (*i.e.*, a doctor's note) may be required and, if requested, must be provided before approval may be granted. The failure to provide any requested information shall be grounds for the denial of the request for videoconference attendance.
7. Videoconference attendance shall only be for the purposes of voting. No Member approved for videoconference attendance shall speak on any matter before the House including, but not limited to, introductions, resolutions, or on any bill or other matter.
8. Pursuant to the Joint Resolution of the Senate and Assembly, videoconference attendance by Members shall not be approved for any hearing unless a quorum is physically present at the site of such hearing.
9. These procedures are subject to modification at any time by the Speaker in consultation with the Minority Leader.