

POLICY TITLE: OPEN MEETINGS, FREEDOM OF INFORMATION AND REASONABLE ACCOMMODATION	POLICY # 10.6	
Topic Area: Governance/Management	Page 1 of 3	REVIEW DATES
Applies to: LRE Executive Board	ISSUED BY: Chief Executive Officer	1/25/23 12/17/24
Developed and Maintained by: LRE Executive Board, LRE CEO	APPROVED BY: Board of Directors	7/22/26
Supersedes: N/A	Effective Date: 1/25/2023	Revised Date: 7/22/2026

I. PURPOSE

To define requirements for the LRE Board to operate 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; the Americans with Disabilities Act; and the ADA Amendments Act of 2008.

II. POLICY

The Lakeshore Regional Entity Board of Directors, officers, staff, and other employees shall comply with all applicable laws, regulations, and rules, including 1976 PA 267 (the “Open Meetings Act”), 1976 PA 422 (the “Freedom of Information Act”), Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, and the ADA Amendments Act of 2008.

The Regional Entity shall maintain compliance policies and procedures. If noncompliance is identified, the appropriate party will take immediate corrective action as defined in the Lakeshore Regional Entity Operating Agreement to restore compliance. Compliance policies and procedures are further defined in the Operating Agreement.

III. APPLICABILITY AND RESPONSIBILITY

This policy applies to Board of Directors, officers, staff, and other employees.

IV. MONITORING AND REVIEW

The LRE CEO and Board will review this policy annually.

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 substantially limits one or more major life activities.

Disabled Person: Someone who has a mental or physical impairment, or a record or history of such an impairment, that substantially limits one or more 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 modification or adjustment to a job, the work environment, or the way things are usually done that enables a qualified individual with a disability to enjoy equal employment opportunity (i.e., the opportunity to attain the same level of performance, benefits, and privileges as similarly situated employees without a disability).

The ADA requires reasonable accommodation in three aspects of employment:

1. Ensure equal opportunity in the application process.
2. Enable a qualified individual with a disability to perform the essential functions of a job.
3. 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, intellectual disability, organic brain syndrome, and learning disabilities.

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

VI. REFERENCES AND SUPPORTING DOCUMENTS

- LRE Operating Agreement

- LRE Bylaws
- 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)
- Title VII of the Civil Rights Act of 1964;
- Americans with Disabilities Act;
- ADA Amendments Act of 2008
- Michigan Elliott-Larsen Civil Rights Act

VII. RELATED POLICIES AND PROCEDURES

- 10.6a Open Meetings Act
- LRE Reasonable Request for Accommodation
- LRE Compliance Policies

VIII. CHANGE LOG

Date of Change	Description of Change	Responsible Party
12/27/24	Reviewed – No Changes	CEO
3/16/2026	Edited for concision/readability; reformatted definitions/lists; standardized PA citations (267/422) Separated procedure from policy	CEO and Board