

County of Gloucester
Human Resources Manual

CHAPTER:	9 – GENERAL POLICIES	ADOPTED: 3/7/12
SECTION:	15 – OPEN PUBLIC MEETINGS ACT PROCEDURE CONCERNING PERSONNEL MATTERS	REVISED: 5/22/24

Discussions by the governing body or any body of the County of Gloucester concerning appointment, termination, terms and conditions of employment, performance evaluation, promotion or discipline of any current or prospective officer or employee shall be in closed session unless the individual requests in writing that the discussion be held in open session. Such request must be granted. Prior to the discussion by the governing body or any body of the County of Gloucester concerning such matters, the Clerk shall notify the affected person(s) of the meeting date, time and place, the matters to be discussed and the person's right to request that the discussion occur in open session. In the event more than one person is affected by the discussion and one of the affected persons does not request that the discussion be in open session, then the discussion shall be in closed session. If the individual(s) does not request that the discussion be held in open session, the governing body or other body of the County of Gloucester may at its sole discretion invite the affected individual(s) to attend the applicable portion of the closed session.