



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

To: RCSA Leadership Advisory Committee  
From: Natalie Dillon, Regional Director  
Subject: Resolution to Authorize Remote Meeting by Finding (Agenda Item #4 - Consent)  
Date: December 1, 2021

### Brown Act

As the LAC is an advisory body, it is covered by the Brown Act. Governor Newsom's Executive Order N-29-20 allowed for a deviation of teleconference rules required by the Brown Act during the COVID-19 Pandemic. As such, the first three meetings of the LAC were held virtually via Zoom, with meeting information posted in each of the three counties and on the RCSA website. The Executive Order expired in September 2021.

AB 361 (attached), considered urgency legislation, was signed into law and went into effect immediately, added and repealed sections of the Government Code related to open meetings. Included in this packet is a memo (attached) prepared by the Yolo County Counsel's office providing an explanation of the newly enacted AB 361 as compared to prior procedures.

To use AB 361's simplified procedures after October 1, 2021, the Governor must have declared a state of emergency, and the state of emergency must be in effect. For the current COVID-19 pandemic, this requirement is satisfied. Additionally, either of the following circumstances must be present:

- State or local officials continue to impose or recommend measures to promote social distancing; or
- As a result of the declared emergency, the legislative body finds by majority vote that meeting in person would present imminent risks to the health or safety of attendees.

In Yolo County, the Health Officer, Dr. Aimee Sisson, currently recommends social distancing for public agency meetings (memo from Dr. Sisson attached).

The Yolo County Counsel's office recommends that all local legislative bodies consider adding an item for consideration at the beginning of their first meeting on or after October 1, 2021 to affirm their intention to proceed using AB 361. Therefore, staff recommends that the Regional Child Support Agency Leadership Advisory Committee consider and approve the following:



## **Colusa, Sutter and Yolo Regional Child Support Agency Leadership Advisory Committee**

**Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic.**

By authorizing remote meetings, it will allow for the meeting of December 1, 2021 to be held via teleconference. The renewal will need to be approved if conditions persist at each meeting the LAC wishes to be held virtually.

AMENDED IN SENATE SEPTEMBER 3, 2021

AMENDED IN SENATE AUGUST 30, 2021

AMENDED IN SENATE JULY 6, 2021

AMENDED IN ASSEMBLY MAY 10, 2021

AMENDED IN ASSEMBLY APRIL 6, 2021

CALIFORNIA LEGISLATURE—2021–22 REGULAR SESSION

**ASSEMBLY BILL**

**No. 361**

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**Introduced by Assembly Member Robert Rivas**

February 1, 2021

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An act to *add and repeal Section 89305.6 of the Education Code, and to amend, repeal, and add Section 54953* ~~of of, and to add and repeal Section 11133 of,~~ the Government Code, relating to ~~local government,~~ *open meetings*, and declaring the urgency thereof, to take effect immediately.

LEGISLATIVE COUNSEL'S DIGEST

AB 361, as amended, Robert Rivas. Open meetings: *state and* local agencies: teleconferences.

~~Existing~~

(1) *Existing* law, the Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding the timelines for posting an agenda and providing for the ability of the public to directly address the legislative body on any item of interest to the public. The act generally requires all regular and special

meetings of the legislative body be held within the boundaries of the territory over which the local agency exercises jurisdiction, subject to certain exceptions. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. The act authorizes the district attorney or any interested person, subject to certain provisions, to commence an action by mandamus or injunction for the purpose of obtaining a judicial determination that specified actions taken by a legislative body are null and void.

Existing law, the California Emergency Services Act, authorizes the Governor, or the Director of Emergency Services when the governor is inaccessible, to proclaim a state of emergency under specified circumstances.

Executive Order No. N-29-20 suspends the Ralph M. Brown Act's requirements for teleconferencing during the COVID-19 pandemic provided that notice and accessibility requirements are met, the public members are allowed to observe and address the legislative body at the meeting, and that a legislative body of a local agency has a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 1, 2024, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided.

This bill would require legislative bodies that hold teleconferenced meetings under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body. The bill would require the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored. The bill would specify that actions taken during the disruption are subject to challenge proceedings, as specified.

This bill would prohibit the legislative body from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time. The bill would prohibit the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified. When there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, the bill would require a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures.

Existing law prohibits a ~~state~~ legislative body from requiring, as a condition to attend a meeting, a person to register the person's name, or to provide other information, or to fulfill any condition precedent to the person's attendance.

This bill would exclude from that prohibition, a registration requirement imposed by a third-party internet website or other online platform not under the control of the legislative body.

*(2) Existing law, the Bagley-Keene Open Meeting Act, requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend any meeting of a state body. The*

*act requires at least one member of the state body to be physically present at the location specified in the notice of the meeting.*

*The Governor's Executive Order No. N-29-20 suspends the requirements of the Bagley-Keene Open Meeting Act for teleconferencing during the COVID-19 pandemic, provided that notice and accessibility requirements are met, the public members are allowed to observe and address the state body at the meeting, and that a state body has a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, as specified.*

*This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a state body to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body. With respect to a state body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the state body at each teleconference location. Under the bill, a state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the state body allow members of the public to attend the meeting and offer public comment. The bill would require that each state body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge state bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.*

*(3) Existing law establishes the various campuses of the California State University under the administration of the Trustees of the California State University, and authorizes the establishment of student body organizations in connection with the operations of California State University campuses.*

*The Gloria Romero Open Meetings Act of 2000 generally requires a legislative body, as defined, of a student body organization to conduct its business in a meeting that is open and public. The act authorizes the legislative body to use teleconferencing, as defined, for the benefit of the public and the legislative body in connection with any meeting or proceeding authorized by law.*

*This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a legislative body, as defined for purposes of the act, to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body. With respect to a legislative body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the legislative body at each teleconference location. Under the bill, a legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. The bill would require that each legislative body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge legislative bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.*

**This**

(4) *This bill would declare the Legislature’s intent, consistent with the Governor’s Executive Order No. N-29-20, to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future emergencies by allowing broader access through teleconferencing options.*

**This**

(5) *This bill would incorporate additional changes to Section 54953 of the Government Code proposed by AB 339 to be operative only if this bill and AB 339 are enacted and this bill is enacted last.*

**The**

(6) *The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.*

*This bill would make legislative findings to that effect.*

(7) Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

*This bill would make legislative findings to that effect.*

**This**

(8) This bill would declare that it is to take effect immediately as an urgency statute.

Vote:  $\frac{2}{3}$ . Appropriation: no. Fiscal committee: ~~no~~-yes.

State-mandated local program: no.

*The people of the State of California do enact as follows:*

1 SECTION 1. Section 89305.6 is added to the Education Code,  
2 to read:

3 89305.6. (a) Notwithstanding any other provision of this  
4 article, and subject to the notice and accessibility requirements in  
5 subdivisions (d) and (e), a legislative body may hold public  
6 meetings through teleconferencing and make public meetings  
7 accessible telephonically, or otherwise electronically, to all  
8 members of the public seeking to observe and to address the  
9 legislative body.

10 (b) (1) For a legislative body holding a public meeting through  
11 teleconferencing pursuant to this section, all requirements in this  
12 article requiring the physical presence of members, the clerk or  
13 other personnel of the legislative body, or the public, as a condition  
14 of participation in or quorum for a public meeting, are hereby  
15 suspended.

16 (2) For a legislative body holding a public meeting through  
17 teleconferencing pursuant to this section, all of the following  
18 requirements in this article are suspended:

19 (A) Each teleconference location from which a member will be  
20 participating in a public meeting or proceeding be identified in  
21 the notice and agenda of the public meeting or proceeding.

22 (B) Each teleconference location be accessible to the public.

23 (C) Members of the public may address the legislative body at  
24 each teleconference conference location.

25 (D) Post agendas at all teleconference locations.



1 (E) At least one member of the legislative body be physically  
2 present at the location specified in the notice of the meeting.

3 (c) A legislative body that holds a meeting through  
4 teleconferencing and allows members of the public to observe and  
5 address the meeting telephonically or otherwise electronically,  
6 consistent with the notice and accessibility requirements in  
7 subdivisions (d) and (e), shall have satisfied any requirement that  
8 the legislative body allow members of the public to attend the  
9 meeting and offer public comment. A legislative body need not  
10 make available any physical location from which members of the  
11 public may observe the meeting and offer public comment.

12 (d) If a legislative body holds a meeting through  
13 teleconferencing pursuant to this section and allows members of  
14 the public to observe and address the meeting telephonically or  
15 otherwise electronically, the legislative body shall also do both of  
16 the following:

17 (1) Implement a procedure for receiving and swiftly resolving  
18 requests for reasonable modification or accommodation from  
19 individuals with disabilities, consistent with the federal Americans  
20 with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and  
21 resolving any doubt whatsoever in favor of accessibility.

22 (2) Advertise that procedure each time notice is given of the  
23 means by which members of the public may observe the meeting  
24 and offer public comment, pursuant to paragraph (2) of subdivision  
25 (e).

26 (e) Except to the extent this section provides otherwise, each  
27 legislative body that holds a meeting through teleconferencing  
28 pursuant to this section shall do both of the following:

29 (1) Give advance notice of the time of, and post the agenda for,  
30 each public meeting according to the timeframes otherwise  
31 prescribed by this article, and using the means otherwise  
32 prescribed by this article, as applicable.

33 (2) In each instance in which notice of the time of the meeting  
34 is otherwise given or the agenda for the meeting is otherwise  
35 posted, also give notice of the means by which members of the  
36 public may observe the meeting and offer public comment. As to  
37 any instance in which there is a change in the means of public  
38 observation and comment, or any instance prior to the effective  
39 date of this section in which the time of the meeting has been  
40 noticed or the agenda for the meeting has been posted without

1 also including notice of the means of public observation and  
2 comment, a legislative body may satisfy this requirement by  
3 advertising the means of public observation and comment using  
4 the most rapid means of communication available at the time.  
5 Advertising the means of public observation and comment using  
6 the most rapid means of communication available at the time shall  
7 include, but need not be limited to, posting such means on the  
8 legislative body's internet website.

9 (f) All legislative bodies utilizing the teleconferencing  
10 procedures in this section are urged to use sound discretion and  
11 to make reasonable efforts to adhere as closely as reasonably  
12 possible to the otherwise applicable provisions of this article, in  
13 order to maximize transparency and provide the public access to  
14 legislative body meetings.

15 (g) This section shall remain in effect only until January 31,  
16 2022, and as of that date is repealed.

17 SEC. 2. Section 11133 is added to the Government Code, to  
18 read:

19 11133. (a) Notwithstanding any other provision of this article,  
20 and subject to the notice and accessibility requirements in  
21 subdivisions (d) and (e), a state body may hold public meetings  
22 through teleconferencing and make public meetings accessible  
23 telephonically, or otherwise electronically, to all members of the  
24 public seeking to observe and to address the state body.

25 (b) (1) For a state body holding a public meeting through  
26 teleconferencing pursuant to this section, all requirements in this  
27 article requiring the physical presence of members, the clerk or  
28 other personnel of the state body, or the public, as a condition of  
29 participation in or quorum for a public meeting, are hereby  
30 suspended.

31 (2) For a state body holding a public meeting through  
32 teleconferencing pursuant to this section, all of the following  
33 requirements in this article are suspended:

34 (A) Each teleconference location from which a member will be  
35 participating in a public meeting or proceeding be identified in  
36 the notice and agenda of the public meeting or proceeding.

37 (B) Each teleconference location be accessible to the public.

38 (C) Members of the public may address the state body at each  
39 teleconference conference location.

40 (D) Post agendas at all teleconference locations.

1 (E) At least one member of the state body be physically present  
2 at the location specified in the notice of the meeting.

3 (c) A state body that holds a meeting through teleconferencing  
4 and allows members of the public to observe and address the  
5 meeting telephonically or otherwise electronically, consistent with  
6 the notice and accessibility requirements in subdivisions (d) and  
7 (e), shall have satisfied any requirement that the state body allow  
8 members of the public to attend the meeting and offer public  
9 comment. A state body need not make available any physical  
10 location from which members of the public may observe the  
11 meeting and offer public comment.

12 (d) If a state body holds a meeting through teleconferencing  
13 pursuant to this section and allows members of the public to  
14 observe and address the meeting telephonically or otherwise  
15 electronically, the state body shall also do both of the following:

16 (1) Implement a procedure for receiving and swiftly resolving  
17 requests for reasonable modification or accommodation from  
18 individuals with disabilities, consistent with the federal Americans  
19 with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and  
20 resolving any doubt whatsoever in favor of accessibility.

21 (2) Advertise that procedure each time notice is given of the  
22 means by which members of the public may observe the meeting  
23 and offer public comment, pursuant to paragraph (2) of subdivision  
24 (e).

25 (e) Except to the extent this section provides otherwise, each  
26 state body that holds a meeting through teleconferencing pursuant  
27 to this section shall do both of the following:

28 (1) Give advance notice of the time of, and post the agenda for,  
29 each public meeting according to the timeframes otherwise  
30 prescribed by this article, and using the means otherwise  
31 prescribed by this article, as applicable.

32 (2) In each instance in which notice of the time of the meeting  
33 is otherwise given or the agenda for the meeting is otherwise  
34 posted, also give notice of the means by which members of the  
35 public may observe the meeting and offer public comment. As to  
36 any instance in which there is a change in the means of public  
37 observation and comment, or any instance prior to the effective  
38 date of this section in which the time of the meeting has been  
39 noticed or the agenda for the meeting has been posted without  
40 also including notice of the means of public observation and

1 *comment, a state body may satisfy this requirement by advertising*  
2 *the means of public observation and comment using the most rapid*  
3 *means of communication available at the time. Advertising the*  
4 *means of public observation and comment using the most rapid*  
5 *means of communication available at the time shall include, but*  
6 *need not be limited to, posting such means on the state body's*  
7 *internet website.*

8 (f) *All state bodies utilizing the teleconferencing procedures in*  
9 *this section are urged to use sound discretion and to make*  
10 *reasonable efforts to adhere as closely as reasonably possible to*  
11 *the otherwise applicable provisions of this article, in order to*  
12 *maximize transparency and provide the public access to state body*  
13 *meetings.*

14 (g) *This section shall remain in effect only until January 31,*  
15 *2022, and as of that date is repealed.*

16 **SECTION 4.**

17 **SEC. 3.** Section 54953 of the Government Code is amended  
18 to read:

19 54953. (a) All meetings of the legislative body of a local  
20 agency shall be open and public, and all persons shall be permitted  
21 to attend any meeting of the legislative body of a local agency,  
22 except as otherwise provided in this chapter.

23 (b) (1) Notwithstanding any other provision of law, the  
24 legislative body of a local agency may use teleconferencing for  
25 the benefit of the public and the legislative body of a local agency  
26 in connection with any meeting or proceeding authorized by law.  
27 The teleconferenced meeting or proceeding shall comply with all  
28 otherwise applicable requirements of this chapter and all otherwise  
29 applicable provisions of law relating to a specific type of meeting  
30 or proceeding.

31 (2) Teleconferencing, as authorized by this section, may be used  
32 for all purposes in connection with any meeting within the subject  
33 matter jurisdiction of the legislative body. All votes taken during  
34 a teleconferenced meeting shall be by rollcall.

35 (3) If the legislative body of a local agency elects to use  
36 teleconferencing, it shall post agendas at all teleconference  
37 locations and conduct teleconference meetings in a manner that  
38 protects the statutory and constitutional rights of the parties or the  
39 public appearing before the legislative body of a local agency.  
40 Each teleconference location shall be identified in the notice and

1 agenda of the meeting or proceeding, and each teleconference  
2 location shall be accessible to the public. During the teleconference,  
3 at least a quorum of the members of the legislative body shall  
4 participate from locations within the boundaries of the territory  
5 over which the local agency exercises jurisdiction, except as  
6 provided in subdivisions (d) and (e). The agenda shall provide an  
7 opportunity for members of the public to address the legislative  
8 body directly pursuant to Section 54954.3 at each teleconference  
9 location.

10 (4) For the purposes of this section, “teleconference” means a  
11 meeting of a legislative body, the members of which are in different  
12 locations, connected by electronic means, through either audio or  
13 video, or both. Nothing in this section shall prohibit a local agency  
14 from providing the public with additional teleconference locations.

15 (c) (1) No legislative body shall take action by secret ballot,  
16 whether preliminary or final.

17 (2) The legislative body of a local agency shall publicly report  
18 any action taken and the vote or abstention on that action of each  
19 member present for the action.

20 (3) Prior to taking final action, the legislative body shall orally  
21 report a summary of a recommendation for a final action on the  
22 salaries, salary schedules, or compensation paid in the form of  
23 fringe benefits of a local agency executive, as defined in  
24 subdivision (d) of Section 3511.1, during the open meeting in  
25 which the final action is to be taken. This paragraph shall not affect  
26 the public’s right under the California Public Records Act (Chapter  
27 3.5 (commencing with Section 6250) of Division 7 of Title 1) to  
28 inspect or copy records created or received in the process of  
29 developing the recommendation.

30 (d) (1) Notwithstanding the provisions relating to a quorum in  
31 paragraph (3) of subdivision (b), if a health authority conducts a  
32 teleconference meeting, members who are outside the jurisdiction  
33 of the authority may be counted toward the establishment of a  
34 quorum when participating in the teleconference if at least 50  
35 percent of the number of members that would establish a quorum  
36 are present within the boundaries of the territory over which the  
37 authority exercises jurisdiction, and the health authority provides  
38 a teleconference number, and associated access codes, if any, that  
39 allows any person to call in to participate in the meeting and the

1 number and access codes are identified in the notice and agenda  
 2 of the meeting.

3 (2) Nothing in this subdivision shall be construed as  
 4 discouraging health authority members from regularly meeting at  
 5 a common physical site within the jurisdiction of the authority or  
 6 from using teleconference locations within or near the jurisdiction  
 7 of the authority. A teleconference meeting for which a quorum is  
 8 established pursuant to this subdivision shall be subject to all other  
 9 requirements of this section.

10 (3) For purposes of this subdivision, a health authority means  
 11 any entity created pursuant to Sections 14018.7, 14087.31,  
 12 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare  
 13 and Institutions Code, any joint powers authority created pursuant  
 14 to Article 1 (commencing with Section 6500) of Chapter 5 of  
 15 Division 7 for the purpose of contracting pursuant to Section  
 16 14087.3 of the Welfare and Institutions Code, and any advisory  
 17 committee to a county-sponsored health plan licensed pursuant to  
 18 Chapter 2.2 (commencing with Section 1340) of Division 2 of the  
 19 Health and Safety Code if the advisory committee has 12 or more  
 20 members.

21 (e) (1) A local agency may use teleconferencing without  
 22 complying with the requirements of paragraph (3) of subdivision  
 23 (b) if the legislative body complies with the requirements of  
 24 paragraph (2) of this subdivision in any of the following  
 25 circumstances:

26 (A) The legislative body holds a meeting during a proclaimed  
 27 state of emergency, and state or local officials have imposed or  
 28 recommended measures to promote social distancing.

29 (B) The legislative body holds a meeting during a proclaimed  
 30 state of emergency for the purpose of determining, by majority  
 31 vote, whether as a result of the emergency, meeting in person  
 32 would present imminent risks to the health or safety of attendees.

33 (C) The legislative body holds a meeting during a proclaimed  
 34 state of emergency and has determined, by majority vote, pursuant  
 35 to subparagraph ~~(B)~~ (B), that, as a result of the emergency, meeting  
 36 in person would present imminent risks to the health or safety of  
 37 attendees.

38 (2) A legislative body that holds a meeting pursuant to this  
 39 subdivision shall do all of the following:

1 (A) The legislative body shall give notice of the meeting and  
2 post agendas as otherwise required by this chapter.

3 (B) The legislative body shall allow members of the public to  
4 access the meeting and the agenda shall provide an opportunity  
5 for members of the public to address the legislative body directly  
6 pursuant to Section 54954.3. In each instance in which notice of  
7 the time of the teleconferenced meeting is otherwise given or the  
8 agenda for the meeting is otherwise posted, the legislative body  
9 shall also give notice of the means by which members of the public  
10 may access the meeting and offer public comment. The agenda  
11 shall identify and include an opportunity for all persons to attend  
12 via a call-in option or an internet-based service option. This  
13 subparagraph shall not be construed to require the legislative body  
14 to provide a physical location from which the public may attend  
15 or comment.

16 (C) The legislative body shall conduct teleconference meetings  
17 in a manner that protects the statutory and constitutional rights of  
18 the parties and the public appearing before the legislative body of  
19 a local agency.

20 (D) In the event of a disruption which prevents the public agency  
21 from broadcasting the meeting to members of the public using the  
22 call-in option or internet-based service option, or in the event of  
23 a disruption within the local agency's control which prevents  
24 members of the public from offering public comments using the  
25 call-in option or internet-based service option, the body shall take  
26 no further action on items appearing on the meeting agenda until  
27 public access to the meeting via the call-in option or internet-based  
28 service option is restored. Actions taken on agenda items during  
29 a disruption which prevents the public agency from broadcasting  
30 the meeting may be challenged pursuant to Section 54960.1.

31 (E) The legislative body shall not require public comments to  
32 be submitted in advance of the meeting and must provide an  
33 opportunity for the public to address the legislative body and offer  
34 comment in real time. This subparagraph shall not be construed  
35 to require the legislative body to provide a physical location from  
36 which the public may attend or comment.

37 (F) Notwithstanding Section 54953.3, an individual desiring to  
38 provide public comment through the use of an internet website, or  
39 other online platform, not under the control of the local legislative  
40 body, that requires registration to log in to a teleconference may

1 be required to register as required by the third-party internet  
2 website or online platform to participate.

3 (G) (i) A legislative body that provides a timed public comment  
4 period for each agenda item shall not close the public comment  
5 period for the agenda item, or the opportunity to register, pursuant  
6 to subparagraph (F), to provide public comment until that timed  
7 public comment period has elapsed.

8 (ii) A legislative body that does not provide a timed public  
9 comment period, but takes public comment separately on each  
10 agenda item, shall allow a reasonable amount of time per agenda  
11 item to allow public members the opportunity to provide public  
12 comment, including time for members of the public to register  
13 pursuant to subparagraph (F), or otherwise be recognized for the  
14 purpose of providing public comment.

15 (iii) A legislative body that provides a timed general public  
16 comment period that does not correspond to a specific agenda item  
17 shall not close the public comment period or the opportunity to  
18 register, pursuant to subparagraph (F), until the timed general  
19 public comment period has elapsed.

20 (3) If a state of emergency remains active, or state or local  
21 officials have imposed or recommended measures to promote  
22 social distancing, in order to continue to teleconference without  
23 compliance with paragraph (3) of subdivision (b), the legislative  
24 body shall, not later than 30 days after teleconferencing for the  
25 first time pursuant to subparagraph (A), (B), or (C) of paragraph  
26 (1), and every 30 days thereafter, make the following findings by  
27 majority vote:

28 (A) The legislative body has reconsidered the circumstances of  
29 the state of emergency.

30 (B) Any of the following circumstances exist:

31 (i) The state of emergency continues to directly impact the  
32 ability of the members to meet safely in person.

33 (ii) State or local officials continue to impose or recommend  
34 measures to promote social distancing.

35 (4) For the purposes of this subdivision, “state of emergency”  
36 means a state of emergency proclaimed pursuant to Section 8625  
37 of the California Emergency Services Act (Article 1 (commencing  
38 with Section 8550) of Chapter 7 of Division 1 of Title 2).

39 (f) This section shall remain in effect only until January 1, 2024,  
40 and as of that date is repealed.



1 ~~SEC. 1.1.~~

2 *SEC. 3.1.* Section 54953 of the Government Code is amended  
3 to read:

4 54953. (a) All meetings of the legislative body of a local  
5 agency shall be open and public, and all persons shall be permitted  
6 to attend any meeting of the legislative body of a local agency in  
7 person, except as otherwise provided in this chapter. Local agencies  
8 shall conduct meetings subject to this chapter consistent with  
9 applicable state and federal civil rights laws, including, but not  
10 limited to, ~~the any applicable language access and other~~  
11 ~~nondiscrimination obligations of Section 11135 and Subchapter~~  
12 ~~V (commencing with Section 2000d) of Chapter 21 of Title 42 of~~  
13 ~~the United States Code.~~ *obligations.*

14 (b) (1) Notwithstanding any other provision of law, the  
15 legislative body of a local agency may use teleconferencing for  
16 the benefit of the public and the legislative body of a local agency  
17 in connection with any meeting or proceeding authorized by law.  
18 The teleconferenced meeting or proceeding shall comply with all  
19 otherwise applicable requirements of this chapter and all otherwise  
20 applicable provisions of law relating to a specific type of meeting  
21 or proceeding.

22 (2) Teleconferencing, as authorized by this section, may be used  
23 for all purposes in connection with any meeting within the subject  
24 matter jurisdiction of the legislative body. All votes taken during  
25 a teleconferenced meeting shall be by rollcall.

26 (3) If the legislative body of a local agency elects to use  
27 teleconferencing, it shall post agendas at all teleconference  
28 locations and conduct teleconference meetings in a manner that  
29 protects the statutory and constitutional rights of the parties or the  
30 public appearing before the legislative body of a local agency.  
31 Each teleconference location shall be identified in the notice and  
32 agenda of the meeting or proceeding, and each teleconference  
33 location shall be accessible to the public. During the teleconference,  
34 at least a quorum of the members of the legislative body shall  
35 participate from locations within the boundaries of the territory  
36 over which the local agency exercises jurisdiction, except as  
37 provided in subdivisions (d) and (e). The agenda shall provide an  
38 opportunity for members of the public to address the legislative  
39 body directly pursuant to Section 54954.3 at each teleconference  
40 location.

1 (4) For the purposes of this section, “teleconference” means a  
2 meeting of a legislative body, the members of which are in different  
3 locations, connected by electronic means, through either audio or  
4 video, or both. Nothing in this section shall prohibit a local agency  
5 from providing the public with additional teleconference locations.

6 (c) (1) No legislative body shall take action by secret ballot,  
7 whether preliminary or final.

8 (2) The legislative body of a local agency shall publicly report  
9 any action taken and the vote or abstention on that action of each  
10 member present for the action.

11 (3) Prior to taking final action, the legislative body shall orally  
12 report a summary of a recommendation for a final action on the  
13 salaries, salary schedules, or compensation paid in the form of  
14 fringe benefits of a local agency executive, as defined in  
15 subdivision (d) of Section 3511.1, during the open meeting in  
16 which the final action is to be taken. This paragraph shall not affect  
17 the public’s right under the California Public Records Act (Chapter  
18 3.5 (commencing with Section 6250) of Division 7 of Title 1) to  
19 inspect or copy records created or received in the process of  
20 developing the recommendation.

21 (d) (1) Notwithstanding the provisions relating to a quorum in  
22 paragraph (3) of subdivision (b), if a health authority conducts a  
23 teleconference meeting, members who are outside the jurisdiction  
24 of the authority may be counted toward the establishment of a  
25 quorum when participating in the teleconference if at least 50  
26 percent of the number of members that would establish a quorum  
27 are present within the boundaries of the territory over which the  
28 authority exercises jurisdiction, and the health authority provides  
29 a teleconference number, and associated access codes, if any, that  
30 allows any person to call in to participate in the meeting and the  
31 number and access codes are identified in the notice and agenda  
32 of the meeting.

33 (2) Nothing in this subdivision shall be construed as  
34 discouraging health authority members from regularly meeting at  
35 a common physical site within the jurisdiction of the authority or  
36 from using teleconference locations within or near the jurisdiction  
37 of the authority. A teleconference meeting for which a quorum is  
38 established pursuant to this subdivision shall be subject to all other  
39 requirements of this section.

1 (3) For purposes of this subdivision, a health authority means  
2 any entity created pursuant to Sections 14018.7, 14087.31,  
3 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare  
4 and Institutions Code, any joint powers authority created pursuant  
5 to Article 1 (commencing with Section 6500) of Chapter 5 of  
6 Division 7 for the purpose of contracting pursuant to Section  
7 14087.3 of the Welfare and Institutions Code, and any advisory  
8 committee to a county-sponsored health plan licensed pursuant to  
9 Chapter 2.2 (commencing with Section 1340) of Division 2 of the  
10 Health and Safety Code if the advisory committee has 12 or more  
11 members.

12 (e) (1) A local agency may use teleconferencing without  
13 complying with the requirements of paragraph (3) of subdivision  
14 (b) if the legislative body complies with the requirements of  
15 paragraph (2) of this subdivision in any of the following  
16 circumstances:

17 (A) The legislative body holds a meeting during a proclaimed  
18 state of emergency, and state or local officials have imposed or  
19 recommended measures to promote social distancing.

20 (B) The legislative body holds a meeting during a proclaimed  
21 state of emergency for the purpose of determining, by majority  
22 vote, whether as a result of the emergency, meeting in person  
23 would present imminent risks to the health or safety of attendees.

24 (C) The legislative body holds a meeting during a proclaimed  
25 state of emergency and has determined, by majority vote, pursuant  
26 to subparagraph ~~(B)~~ (B), that, as a result of the emergency, meeting  
27 in person would present imminent risks to the health or safety of  
28 attendees.

29 (2) A legislative body that holds a meeting pursuant to this  
30 subdivision shall do all of the following:

31 (A) The legislative body shall give notice of the meeting and  
32 post agendas as otherwise required by this chapter.

33 (B) The legislative body shall allow members of the public to  
34 access the meeting and the agenda shall provide an opportunity  
35 for members of the public to address the legislative body directly  
36 pursuant to Section 54954.3. In each instance in which notice of  
37 the time of the teleconferenced meeting is otherwise given or the  
38 agenda for the meeting is otherwise posted, the legislative body  
39 shall also give notice of the means by which members of the public  
40 may access the meeting and offer public comment. The agenda

1 shall identify and include an opportunity for all persons to attend  
2 via a call-in option or an internet-based service option. This  
3 subparagraph shall not be construed to require the legislative body  
4 to provide a physical location from which the public may attend  
5 or comment.

6 (C) The legislative body shall conduct teleconference meetings  
7 in a manner that protects the statutory and constitutional rights of  
8 the parties and the public appearing before the legislative body of  
9 a local agency.

10 (D) In the event of a disruption which prevents the public agency  
11 from broadcasting the meeting to members of the public using the  
12 call-in option or internet-based service option, or in the event of  
13 a disruption within the local agency's control which prevents  
14 members of the public from offering public comments using the  
15 call-in option or internet-based service option, the body shall take  
16 no further action on items appearing on the meeting agenda until  
17 public access to the meeting via the call-in option or internet-based  
18 service option is restored. Actions taken on agenda items during  
19 a disruption which prevents the public agency from broadcasting  
20 the meeting may be challenged pursuant to Section 54960.1.

21 (E) The legislative body shall not require public comments to  
22 be submitted in advance of the meeting and must provide an  
23 opportunity for the public to address the legislative body and offer  
24 comment in real time. This subparagraph shall not be construed  
25 to require the legislative body to provide a physical location from  
26 which the public may attend or comment.

27 (F) Notwithstanding Section 54953.3, an individual desiring to  
28 provide public comment through the use of an internet website, or  
29 other online platform, not under the control of the local legislative  
30 body, that requires registration to log in to a teleconference may  
31 be required to register as required by the third-party internet  
32 website or online platform to participate.

33 (G) (i) A legislative body that provides a timed public comment  
34 period for each agenda item shall not close the public comment  
35 period for the agenda item, or the opportunity to register, pursuant  
36 to subparagraph (F), to provide public comment until that timed  
37 public comment period has elapsed.

38 (ii) A legislative body that does not provide a timed public  
39 comment period, but takes public comment separately on each  
40 agenda item, shall allow a reasonable amount of time per agenda

1 item to allow public members the opportunity to provide public  
2 comment, including time for members of the public to register  
3 pursuant to subparagraph (F), or otherwise be recognized for the  
4 purpose of providing public comment.

5 (iii) A legislative body that provides a timed general public  
6 comment period that does not correspond to a specific agenda item  
7 shall not close the public comment period or the opportunity to  
8 register, pursuant to subparagraph (F), until the timed general  
9 public comment period has elapsed.

10 (3) If a state of emergency remains active, or state or local  
11 officials have imposed or recommended measures to promote  
12 social distancing, in order to continue to teleconference without  
13 compliance with paragraph (3) of subdivision (b), the legislative  
14 body shall, not later than 30 days after teleconferencing for the  
15 first time pursuant to subparagraph (A), (B), or (C) of paragraph  
16 (1), and every 30 days thereafter, make the following findings by  
17 majority vote:

18 (A) The legislative body has reconsidered the circumstances of  
19 the state of emergency.

20 (B) Any of the following circumstances exist:

21 (i) The state of emergency continues to directly impact the  
22 ability of the members to meet safely in person.

23 (ii) State or local officials continue to impose or recommend  
24 measures to promote social distancing.

25 (4) For the purposes of this subdivision, “state of emergency”  
26 means a state of emergency proclaimed pursuant to Section 8625  
27 of the California Emergency Services Act (Article 1 (commencing  
28 with Section 8550) of Chapter 7 of Division 1 of Title 2).

29 (f) This section shall remain in effect only until January 1, 2024,  
30 and as of that date is repealed.

31 ~~SEC. 2.~~

32 *SEC. 4.* Section 54953 is added to the Government Code, to  
33 read:

34 54953. (a) All meetings of the legislative body of a local  
35 agency shall be open and public, and all persons shall be permitted  
36 to attend any meeting of the legislative body of a local agency,  
37 except as otherwise provided in this chapter.

38 (b) (1) Notwithstanding any other provision of law, the  
39 legislative body of a local agency may use teleconferencing for  
40 the benefit of the public and the legislative body of a local agency

1 in connection with any meeting or proceeding authorized by law.  
2 The teleconferenced meeting or proceeding shall comply with all  
3 requirements of this chapter and all otherwise applicable provisions  
4 of law relating to a specific type of meeting or proceeding.

5 (2) Teleconferencing, as authorized by this section, may be used  
6 for all purposes in connection with any meeting within the subject  
7 matter jurisdiction of the legislative body. All votes taken during  
8 a teleconferenced meeting shall be by rollcall.

9 (3) If the legislative body of a local agency elects to use  
10 teleconferencing, it shall post agendas at all teleconference  
11 locations and conduct teleconference meetings in a manner that  
12 protects the statutory and constitutional rights of the parties or the  
13 public appearing before the legislative body of a local agency.  
14 Each teleconference location shall be identified in the notice and  
15 agenda of the meeting or proceeding, and each teleconference  
16 location shall be accessible to the public. During the teleconference,  
17 at least a quorum of the members of the legislative body shall  
18 participate from locations within the boundaries of the territory  
19 over which the local agency exercises jurisdiction, except as  
20 provided in subdivision (d). The agenda shall provide an  
21 opportunity for members of the public to address the legislative  
22 body directly pursuant to Section 54954.3 at each teleconference  
23 location.

24 (4) For the purposes of this section, “teleconference” means a  
25 meeting of a legislative body, the members of which are in different  
26 locations, connected by electronic means, through either audio or  
27 video, or both. Nothing in this section shall prohibit a local agency  
28 from providing the public with additional teleconference locations

29 (c) (1) No legislative body shall take action by secret ballot,  
30 whether preliminary or final.

31 (2) The legislative body of a local agency shall publicly report  
32 any action taken and the vote or abstention on that action of each  
33 member present for the action.

34 (3) Prior to taking final action, the legislative body shall orally  
35 report a summary of a recommendation for a final action on the  
36 salaries, salary schedules, or compensation paid in the form of  
37 fringe benefits of a local agency executive, as defined in  
38 subdivision (d) of Section 3511.1, during the open meeting in  
39 which the final action is to be taken. This paragraph shall not affect  
40 the public’s right under the California Public Records Act (Chapter

1 3.5 (commencing with Section 6250) of Division 7 of Title 1) to  
2 inspect or copy records created or received in the process of  
3 developing the recommendation.

4 (d) (1) Notwithstanding the provisions relating to a quorum in  
5 paragraph (3) of subdivision (b), if a health authority conducts a  
6 teleconference meeting, members who are outside the jurisdiction  
7 of the authority may be counted toward the establishment of a  
8 quorum when participating in the teleconference if at least 50  
9 percent of the number of members that would establish a quorum  
10 are present within the boundaries of the territory over which the  
11 authority exercises jurisdiction, and the health authority provides  
12 a teleconference number, and associated access codes, if any, that  
13 allows any person to call in to participate in the meeting and the  
14 number and access codes are identified in the notice and agenda  
15 of the meeting.

16 (2) Nothing in this subdivision shall be construed as  
17 discouraging health authority members from regularly meeting at  
18 a common physical site within the jurisdiction of the authority or  
19 from using teleconference locations within or near the jurisdiction  
20 of the authority. A teleconference meeting for which a quorum is  
21 established pursuant to this subdivision shall be subject to all other  
22 requirements of this section.

23 (3) For purposes of this subdivision, a health authority means  
24 any entity created pursuant to Sections 14018.7, 14087.31,  
25 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare  
26 and Institutions Code, any joint powers authority created pursuant  
27 to Article 1 (commencing with Section 6500) of Chapter 5 of  
28 Division 7 for the purpose of contracting pursuant to Section  
29 14087.3 of the Welfare and Institutions Code, and any advisory  
30 committee to a county-sponsored health plan licensed pursuant to  
31 Chapter 2.2 (commencing with Section 1340) of Division 2 of the  
32 Health and Safety Code if the advisory committee has 12 or more  
33 members.

34 (e) This section shall become operative January 1, 2024.

35 ~~SEC. 2.1.~~

36 *SEC. 4.1.* Section 54953 is added to the Government Code, to  
37 read:

38 54953. (a) All meetings of the legislative body of a local  
39 agency shall be open and public, and all persons shall be permitted  
40 to attend any meeting of the legislative body of a local agency, in

1 person except as otherwise provided in this chapter. Local agencies  
2 shall conduct meetings subject to this chapter consistent with  
3 applicable state and federal civil rights laws, including, but not  
4 limited to, ~~the any applicable~~ language access and other  
5 nondiscrimination obligations of Section 11135 and Subchapter  
6 V (commencing with Section 2000d) of Chapter 21 of Title 42 of  
7 the United States Code. *obligations.*

8 (b) (1) Notwithstanding any other provision of law, the  
9 legislative body of a local agency may use teleconferencing for  
10 the benefit of the public and the legislative body of a local agency  
11 in connection with any meeting or proceeding authorized by law.  
12 The teleconferenced meeting or proceeding shall comply with all  
13 requirements of this chapter and all otherwise applicable provisions  
14 of law relating to a specific type of meeting or proceeding.

15 (2) Teleconferencing, as authorized by this section, may be used  
16 for all purposes in connection with any meeting within the subject  
17 matter jurisdiction of the legislative body. All votes taken during  
18 a teleconferenced meeting shall be by rollcall.

19 (3) If the legislative body of a local agency elects to use  
20 teleconferencing, it shall post agendas at all teleconference  
21 locations and conduct teleconference meetings in a manner that  
22 protects the statutory and constitutional rights of the parties or the  
23 public appearing before the legislative body of a local agency.  
24 Each teleconference location shall be identified in the notice and  
25 agenda of the meeting or proceeding, and each teleconference  
26 location shall be accessible to the public. During the teleconference,  
27 at least a quorum of the members of the legislative body shall  
28 participate from locations within the boundaries of the territory  
29 over which the local agency exercises jurisdiction, except as  
30 provided in subdivision (d). The agenda shall provide an  
31 opportunity for members of the public to address the legislative  
32 body directly pursuant to Section 54954.3 at each teleconference  
33 location.

34 (4) For the purposes of this section, “teleconference” means a  
35 meeting of a legislative body, the members of which are in different  
36 locations, connected by electronic means, through either audio or  
37 video, or both. Nothing in this section shall prohibit a local agency  
38 from providing the public with additional teleconference locations.

39 (c) (1) No legislative body shall take action by secret ballot,  
40 whether preliminary or final.



1 (2) The legislative body of a local agency shall publicly report  
2 any action taken and the vote or abstention on that action of each  
3 member present for the action.

4 (3) Prior to taking final action, the legislative body shall orally  
5 report a summary of a recommendation for a final action on the  
6 salaries, salary schedules, or compensation paid in the form of  
7 fringe benefits of a local agency executive, as defined in  
8 subdivision (d) of Section 3511.1, during the open meeting in  
9 which the final action is to be taken. This paragraph shall not affect  
10 the public's right under the California Public Records Act (Chapter  
11 3.5 (commencing with Section 6250) of Division 7 of Title 1) to  
12 inspect or copy records created or received in the process of  
13 developing the recommendation.

14 (d) (1) Notwithstanding the provisions relating to a quorum in  
15 paragraph (3) of subdivision (b), if a health authority conducts a  
16 teleconference meeting, members who are outside the jurisdiction  
17 of the authority may be counted toward the establishment of a  
18 quorum when participating in the teleconference if at least 50  
19 percent of the number of members that would establish a quorum  
20 are present within the boundaries of the territory over which the  
21 authority exercises jurisdiction, and the health authority provides  
22 a teleconference number, and associated access codes, if any, that  
23 allows any person to call in to participate in the meeting and the  
24 number and access codes are identified in the notice and agenda  
25 of the meeting.

26 (2) Nothing in this subdivision shall be construed as  
27 discouraging health authority members from regularly meeting at  
28 a common physical site within the jurisdiction of the authority or  
29 from using teleconference locations within or near the jurisdiction  
30 of the authority. A teleconference meeting for which a quorum is  
31 established pursuant to this subdivision shall be subject to all other  
32 requirements of this section.

33 (3) For purposes of this subdivision, a health authority means  
34 any entity created pursuant to Sections 14018.7, 14087.31,  
35 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare  
36 and Institutions Code, any joint powers authority created pursuant  
37 to Article 1 (commencing with Section 6500) of Chapter 5 of  
38 Division 7 for the purpose of contracting pursuant to Section  
39 14087.3 of the Welfare and Institutions Code, and any advisory  
40 committee to a county-sponsored health plan licensed pursuant to

1 Chapter 2.2 (commencing with Section 1340) of Division 2 of the  
2 Health and Safety Code if the advisory committee has 12 or more  
3 members.

4 (e) This section shall become operative January 1, 2024.

5 ~~SEC. 3.~~

6 ~~SEC. 5.~~ Sections ~~1.1 3.1~~ and ~~2.1 4.1~~ of this bill incorporate  
7 amendments to Section 54953 of the Government Code proposed  
8 by both this bill and Assembly Bill 339. Those sections of this bill  
9 shall only become operative if (1) both bills are enacted and  
10 become effective on or before January 1, 2022, but this bill  
11 becomes operative first, (2) each bill amends Section 54953 of the  
12 Government Code, and (3) this bill is enacted after Assembly Bill  
13 339, in which case Section 54953 of the Government Code, as  
14 amended by Sections ~~1 3~~ and ~~2 4~~ of this bill, shall remain operative  
15 only until the operative date of Assembly Bill 339, at which time  
16 Sections ~~1.1 3.1~~ and ~~2.1 4.1~~ of this bill shall become operative.

17 ~~SEC. 4.~~

18 ~~SEC. 6.~~ It is the intent of the Legislature in enacting this act to  
19 improve and enhance public access to *state and* local agency  
20 meetings during the COVID-19 pandemic and future applicable  
21 emergencies, by allowing broader access through teleconferencing  
22 options consistent with the Governor's Executive Order No.  
23 N-29-20 dated March 17, 2020, permitting expanded use of  
24 teleconferencing during the COVID-19 pandemic.

25 ~~SEC. 5.~~

26 ~~SEC. 7.~~ The Legislature finds and declares that Sections ~~1 3~~  
27 and ~~2 4~~ of this act, which amend, repeal, and add Section 54953  
28 of the Government Code, further, within the meaning of paragraph  
29 (7) of subdivision (b) of Section 3 of Article I of the California  
30 Constitution, the purposes of that constitutional section as it relates  
31 to the right of public access to the meetings of local public bodies  
32 or the writings of local public officials and local agencies. Pursuant  
33 to paragraph (7) of subdivision (b) of Section 3 of Article I of the  
34 California Constitution, the Legislature makes the following  
35 findings:

36 This act is necessary to ensure minimum standards for public  
37 participation and notice requirements allowing for greater public  
38 participation in teleconference meetings during applicable  
39 emergencies.

1     *SEC. 8. (a) The Legislature finds and declares that during the*  
2 *COVID-19 public health emergency, certain requirements of the*  
3 *Bagley-Keene Open Meeting Act (Article 9 (commencing with*  
4 *Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of*  
5 *the Government Code) were suspended by Executive Order*  
6 *N-29-20. Audio and video teleconference were widely used to*  
7 *conduct public meetings in lieu of physical location meetings, and*  
8 *public meetings conducted by teleconference during the COVID-19*  
9 *public health emergency have been productive, have increased*  
10 *public participation by all members of the public regardless of*  
11 *their location in the state and ability to travel to physical meeting*  
12 *locations, have protected the health and safety of civil servants*  
13 *and the public, and have reduced travel costs incurred by members*  
14 *of state bodies and reduced work hours spent traveling to and from*  
15 *meetings.*

16     *(b) The Legislature finds and declares that Section 1 of this act,*  
17 *which adds and repeals Section 89305.6 of the Education Code,*  
18 *Section 2 of this act, which adds and repeals Section 11133 of the*  
19 *Government Code, and Sections 3 and 4 of this act, which amend,*  
20 *repeal, and add Section 54953 of the Government Code, all*  
21 *increase and potentially limit the public's right of access to the*  
22 *meetings of public bodies or the writings of public officials and*  
23 *agencies within the meaning of Section 3 of Article I of the*  
24 *California Constitution. Pursuant to that constitutional provision,*  
25 *the Legislature makes the following findings to demonstrate the*  
26 *interest protected by this limitation and the need for protecting*  
27 *that interest:*

28     *(1) By removing the requirement that public meetings be*  
29 *conducted at a primary physical location with a quorum of*  
30 *members present, this act protects the health and safety of civil*  
31 *servants and the public and does not preference the experience of*  
32 *members of the public who might be able to attend a meeting in a*  
33 *physical location over members of the public who cannot travel*  
34 *or attend that meeting in a physical location.*

35     *(2) By removing the requirement for agendas to be placed at*  
36 *the location of each public official participating in a public meeting*  
37 *remotely, including from the member's private home or hotel room,*  
38 *this act protects the personal, private information of public officials*  
39 *and their families while preserving the public's right to access*  
40 *information concerning the conduct of the people's business.*

1     ~~SEC. 6.~~

2     SEC. 9. This act is an urgency statute necessary for the  
3 immediate preservation of the public peace, health, or safety within  
4 the meaning of Article IV of the California Constitution and shall  
5 go into immediate effect. The facts constituting the necessity are:

6     In order to ensure that *state and* local agencies can continue  
7 holding public meetings while providing essential services like  
8 water, power, and fire protection to their constituents during public  
9 health, wildfire, or other states of emergencies, it is necessary that  
10 this act take effect immediately.

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# COUNTY OF YOLO

Office of the County Counsel

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## MEMORANDUM

TO: All Bodies Subject to the Ralph M. Brown Act

FROM: Philip J. Pogledich, County Counsel  
Eric May, Senior Deputy County Counsel

DATE: September 30, 2021

SUBJECT: Remote Meetings Pursuant to AB 361

This memorandum provides a short explanation of how bodies subject to the Ralph M. Brown Act (“Brown Act”)<sup>1</sup> can properly hold a remote (teleconference or videoconference) meeting using simplified procedures added to California law through newly-enacted Assembly Bill 361 (“AB 361”). This memorandum and related materials, including the full text of AB 361, will be maintained on the County Counsel’s webpage under the “Resources for Local Governing and Advisory Body Members” tab.<sup>2</sup>

Before the pandemic, the Brown Act had numerous requirements for bodies wishing to meet remotely. The requirements were burdensome and, as a result, few bodies met remotely. AB 361 amended the Brown Act to add simplified procedures that make it easier to hold remote meetings during a state of emergency and when state or local officials impose or recommend measures to promote social distancing. *See* Gov. Code § 54953(e). These new rules supersede and replace similar rules in the Governor’s Executive Order No. N-29-20, which many local boards, commissions, and committees have relied on to hold remote meetings since the onset of the COVID-19 pandemic. AB 361’s new rules apply starting October 1, 2021, and the transition to AB 361 should be straightforward for any bodies that are currently meeting remotely the Executive Order No. N-29-20 procedures.

<sup>1</sup> The Brown Act applies to “legislative bodies,” which the Act defines as including (i) a governing body of a local agency or local body created by state or federal statute, (ii) a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory, created by a legislative body. *See* Gov. Code § 54952.

<sup>2</sup> <https://www.yolocounty.org/government/general-government-departments/county-counsel>, or just search for “Yolo County Counsel” in any search engine.

In summary, the benefits of conducting remote meetings pursuant to AB 361 versus the alternative Brown Act procedure are as follows:

<b>Brown Act Requirements (“Old Rules”)</b>	<b>AB 361 Rules</b>
<ul style="list-style-type: none"> <li>Agendas <b>must</b> be posted at each teleconference location</li> <li>All teleconference locations must be listed on the agenda</li> </ul>	<ul style="list-style-type: none"> <li>Agendas <b>do not</b> need to be posted at each teleconference location</li> </ul>
<ul style="list-style-type: none"> <li>Each teleconference location <b>must</b> be accessible to the public, and the public <b>must</b> be allowed to offer comments from each location</li> </ul>	<ul style="list-style-type: none"> <li>Local agencies <b>do not</b> need to allow public participation at each (or any) teleconference location, but instead must “clearly advertise” how members of the public can participate on the agenda</li> <li>Public participation <b>must</b> allow for either a call-in option or an internet-based service option to directly address the body in real-time during public comment</li> <li>In the event the meeting broadcast is disrupted, the meeting <b>must</b> pause until it is restored</li> </ul>
<ul style="list-style-type: none"> <li>At least a quorum of the legislative body <b>must</b> be present within the agency’s territory</li> </ul>	<ul style="list-style-type: none"> <li>Legislative body members <b>may</b> participate from anywhere</li> </ul>

**A. Initial Adoption of Findings Required by AB 361**

To use AB 361’s simplified procedures after October 1, 2021, the Governor must have declared a state of emergency (a local state of emergency is not sufficient), and the state of emergency must be in effect. For the current COVID-19 pandemic, this requirement is satisfied. Additionally, **either** of the following circumstances must be present:

- State or local officials continue to impose or recommend measures to promote social distancing; **or**
- As a result of the declared emergency, the legislative body finds by majority vote that meeting in person would present imminent risks to the health or safety of attendees.

In Yolo County, the Health Officer currently recommends social distancing for public agency meetings. Accordingly, starting October 1, AB 361 **automatically** applies to any remote meeting of a legislative

body in Yolo County. You do not need to do anything to transition from the Executive Order procedures to AB 361 at you first meeting on or after October 1.

That said, this Office recommends that all local legislative bodies consider adding an item for consideration at the beginning of their first meeting on or after October 1 to affirm their intention to proceed using AB 361. The agenda item can be part of a consent agenda or otherwise listed before any other substantive agenda items are considered, using the following (or similar) language:

**Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic.**

This memo can be provided with the agenda materials to inform all legislative body members of the basis for the agenda item. Also, the County Health Officer has prepared a short memo that covers both social distancing and also, if a legislative body so chooses, information to support an “imminent risks” finding (discussed in subsection B, below). A copy of the Health Officer memo will accompany the distribution of this memo, and it will be updated monthly and posted on the County Counsel’s web page.

**As an additional note, please ensure you update any language about remote meetings on your agenda to reflect the use of AB 361.** Many local boards, commissions, and committees have included standard text on the cover page of their agendas referring to Executive Order N-29-20. Those references are outdated after September 30, 2021, which is the sunset date for the Executive Order. Going forward, you should refer instead to Government Code section 54953(e)(1) instead, which includes the new language from AB 361.

#### **B. Renewal of Findings**

Once a legislative body has an initial meeting under AB 361, it must make certain findings every 30 days to continue meeting remotely using the simplified rules. The findings to be made are as follows:

- (i) The *{name of legislative body}* has reconsidered the circumstances of the state of emergency proclaimed for the COVID-19 pandemic; and
- (ii) Local officials continue to impose or recommend measures to promote social distancing;  
**and/or**
- (iii) The state of emergency continues to directly impact the ability of the members of the *{name of legislative body}* to meet safely in person.

Similar to the recommended agenda language included above, the “renewal” action can be agendized for consideration at the beginning of the meeting (including as part of a consent agenda, if one is used) with the following language:

**Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing [, and/or (c) meeting in person would present imminent risks to the health or safety of attendees].**

As indicated, only finding (b) or (c) is required, and the appropriate finding(s) to adopt will necessarily depend on the circumstances existing at the time of renewal. As noted above, renewal of these findings is required every 30 days after a legislative body first meets remotely pursuant to AB 361. For legislative bodies that meet less frequently, this Office believes there is no need to hold a special meeting just to adopt the renewal findings within 30 days of the last meeting, and the same procedure should be followed at the outset of the meeting the next time the body convenes.

### C. Summary of Recommended Actions

In summary, to properly meet remotely using AB 361, a legislative body should:

For its **first meeting** on or after October 1, 2021:

1. Replace any agenda language referring to Executive Order N-29-20 with a reference to AB 361 or Government Code section 54953(e)(1) (either is fine).
2. Also, if desired (for example, to notify the public), include a consent agenda item as follows:

**Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that, local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic.**

At the **second meeting** on or after October 1, 2021 (or any other subsequent meeting occurring within 30 days of the first meeting), adopt renewal findings as follows:

**Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing [, and/or (c) meeting in person would present imminent risks to the health or safety of attendees].**

### D. Questions

Any questions about this memo or Assembly Bill 361 can be directed to:

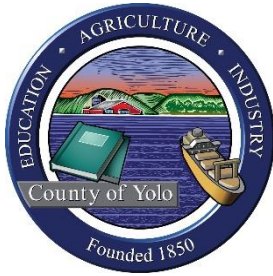
Phil Pogledich  
County Counsel  
[Philip.pogledich@yolocounty.org](mailto:Philip.pogledich@yolocounty.org)

Or to:

Eric May  
Senior Deputy County Counsel  
[Eric.may@yolocounty.org](mailto:Eric.may@yolocounty.org)

While e-mail communications are preferred, you may also call 530-666-8172 and ask to speak with either of the above attorneys.





# COUNTY OF YOLO

Health and Human Services Agency

*Karen Larsen, LMFT*  
Director

**Aimee Sisson, MD, MPH**  
Health Officer

MAILING ADDRESS  
137 N. Cottonwood Street • Woodland, CA 95695  
www.yolocounty.org

Date: October 20, 2021

To: All Yolo County Boards and Commissions

From: Dr. Aimee Sisson, Health Officer

Subject: Remote Public Meetings

On September 22, I issued a memo recommending remote meetings. While the case rate in Yolo County has declined over the last month, the current case rate represents substantial community transmission. In the context of substantial community transmission, I continue to recommend meetings be held remotely whenever possible. I am re-issuing that memo with updated COVID-19 case rate data.

In light of the ongoing public health emergency related to COVID-19 and the substantial level of community transmission of the virus that causes COVID-19, the Yolo County Public Health Officer recommends that public bodies continue to meet remotely to the extent possible. Board and Commissions can utilize the provisions of newly enacted AB 361 to maintain remote meetings under the Ralph M. Brown Act and similar laws.

Among other reasons, the grounds for the remote meeting recommendation include:

- The continued threat of COVID-19 to the community. As of October 20, 2021, the current case rate is 11.8 cases per 100,000 residents per day. This case rate is considered “Substantial” under the Centers for Disease Control and Prevention’s (CDC) framework for assessing community COVID-19 transmission; and
- The unique characteristics of public governmental meetings, including the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges of ensuring compliance with safety requirements and recommendations at such meetings.

Meetings that cannot feasibly be held virtually should be held outdoors when possible, or indoors only in small groups with face coverings, maximal physical distance between participants, use of a portable HEPA filter (unless comparable filtration is provided through facility HVAC systems), and shortened meeting times.

This recommendation is based upon current conditions and available protective measures. The Public Health Officer will continue to evaluate this recommendation on

**Davis**  
600 A Street  
Davis, CA 95616  
Mental Health (530) 757-5530

**West Sacramento**  
500 Jefferson Boulevard  
West Sacramento, CA 95605  
Service Center (916) 375-6200  
Mental Health (916) 375-6350  
Public Health (916) 375-6380

**Winters**  
111 East Grant Avenue  
Winters, CA 95694  
Service Center (530) 406-4444

**Woodland**  
25 & 137 N. Cottonwood Street  
Woodland, CA 95695  
Service Center (530) 661-2750  
Mental Health (530) 666-8630  
Public Health (530) 666-8645

an ongoing basis and will communicate when there is no longer such a recommendation with respect to meetings for public bodies.