



**Executive Committee Meeting  
AGENDA**

**Monday, April 17, 2023 ~ 5PM  
4005 Port Chicago Highway, Suite 120, Concord, CA 94520**

The Executive Committee meeting will be accessible in-person, and via virtual webinar to all members of the public. Persons who wish to address the Committee members during public comment or with respect to an item on the agenda may call in during the meeting by dialing 669-444-9171 or 669-900-6833 or use the “raise your hand” feature in the Zoom app. The Committee Chair may reduce or eliminate the amount of time allotted to read comments at the beginning of each item or public comment period depending on the number of comments and the business of the day. Your patience is appreciated

**Virtual Meeting Information:**

<https://us02web.zoom.us/j/89520833258?pwd=Yk1hclRuQmpxa0NaZHovVmlrQWhBUT09>

**Meeting ID: 895 2083 3258  
Passcode: 368284**

- 1.0 Convene and call to order**
- 2.0 Closed Session**  
Public Employee Performance Evaluation (Gov. Code § 54957.6)  
Title: Executive Director
- 3.0 Public Comment**
- 4.0 Approve the Minutes of the Executive Committee Meeting of February 13, 2023. Action**
- 5.0 CONSIDER accepting the report on significant program, financial or contracts matters, and on any personnel matters relating to Commission staff.**
  - 4.1** Receive updates from the Finance and Operations Director.
  - 4.2** Receive updates from the Deputy Director.
  - 4.3** Receive updates from the Executive Director.
- 6.0 CONSIDER accepting amended Conflict of Interest Code for the Contra Costa County Children and Families Commission Action**
- 7.0 CONSIDER accepting the report on statewide activities pertaining to children 0-5, including the activities of the First 5 Association of California, First 5 California, and other statewide advocacy groups.**
- 8.0 Communications**  
2023 Brown Act Updates
- 9.0 Adjourn**

The public may comment on any agenda item or any item of public interest within the jurisdiction of the First 5 Contra Costa Children and Families Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur.

The First 5 Contra Costa Children and Families Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Commission's offices, at least 48 hours before the meeting, at (925) 771-7300.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the First 5 Contra Costa Children and Families Commission to a majority of members of the First 5 Contra Costa Children and Families Commission less than 96 hours prior to that meeting are available for public inspection at 1485 Civic Court, Suite 1200, Concord, CA 94520 during normal business hours.

In consideration of those who may suffer from chemical sensitivities and may have allergic reactions to heavy scents, First 5 Contra Costa requests that staff and visitors refrain from wearing perfume, cologne, or the use of strongly scented products in the work place. We thank you for your consideration of others.



**Executive Committee Meeting  
MINUTES**

**Monday February 13, 2023  
5:00 p.m.**

**4005 Port Chicago Highway, Suite 120, Concord, CA 94520**

**1.0 Call to Order**

Meeting called to order at 5:00 p.m.

In attendance: Chair, John Jones; Vice Chair Dr. Rocio Hernandez; Secretary/ Treasurer, Matt Regan; Marilyn Cachola-Lucey.

Staff present: Executive Director, Ruth Fernandez; Deputy Director, Camilla Rand; Policy and Strategy Director Sandra Naughton; Finance and Operations Director, Pankti Clerk; Human Resources Manager Tammy Henry.

**2.0 Public Comment**

None

**3.0 Approve the minutes of the Executive Committee meeting of October 17, 2022.**

**Action**

Matt Regan made a motion seconded by Marilyn Lucey

Roll-call Vote:

John Jones – Yes

Dr. Rocio Hernandez – Yes

Matt Regan – Yes

Marilyn Lucey - Yes

Minutes **Approved**

**4.0 CONSIDER accepting the report on significant program, financial or contracts matters, and on any personnel matters relating to Commission staff.**

**4.1** Receive updates from the Finance and Operations Director.

- Pankti Clerk introduced herself and shared her background.
- Pankti referred to and gave a brief overview of the 2023-24 Budget Assumptions in the Commission packet.
- Pankti also referred to and gave a brief overview of the Quarter 2 financial report in the packet.

**4.2** Receive updates from the Human Resources Manager.

- Tammy Henry shared the upcoming requirement of the Executive Director annual performance evaluation; Chair Jones appointed Vice Chair Hernandez to lead the committee in conducting the review.
- Tammy shared that First 5 is in the process of completing a compensation and benefits study, and includes review of some classifications in administrative roles. The goal is to have the compensation and benefits study completed by early April, and noted the classification piece will likely take longer.

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- Tammy Henry shared the status of recruitment on vacant positions with and noted the target for completion is likely in May.

**4.3** Receive updates from the Deputy Director.

- Camilla Rand provided a brief overview of the upcoming Family Support Commission presentation *Strengthening a New Generation of Families*
- Camilla shared First 5 efforts to build and support the early childhood workforce, including letters of support to broaden the Apprentice Program model county-wide developed by YMCA of the East Bay as well as the upcoming Early Childhood Workforce study soon to be conducted by UC Berkeley's Center for Childcare Employment.

**4.4** Receive updates from the Executive Director.

- Ruth provided an update on the staff strategic planning sessions and informed the group that staff will be ready to present a draft strategic plan at the June Commission meeting. The executive committee officers agreed with the timeline presented.
- The Commission's 2023/24 budget will be presented at the April 17<sup>th</sup> meeting.
- The Children's Leadership Council, established in 2018, resumed efforts in 2021 with First 5 as the lead (in partnership with Health Services, Employment and Human Services, County Office of Education). The first convening is being planned for April in partnership with MIG Consultants. This virtual event will launch a soon to be released Children's Data Report, a collaborative report of First 5, Children Now, East Bay Leadership Council and the Leshner Foundation.

**5.0 CONSIDER** accepting the report on statewide activities pertaining to children 0-5, including the activities of the First 5 Association of California, First 5 California, and other statewide advocacy groups.

- Ruth provided a brief update of her participation and attendance to the First 5 Association Annual Summit in San Diego. Ruth presented on First 5 Contra Costa's Strategic Planning process alongside First 5 Los Angeles and facilitated the Bay Area Region 4 meeting held at the summit. Fifty-three of the 58 counties in California were represented.

**6.0 Items for Consideration**

Policy Advocacy Considerations: Ruth shared the attached article on Mandatory Kindergarten. The Executive Committee determined that this topic could be an area of potential conversation at a later date.

**7.0 Communications (see attached)**

- Notice of Sole Source Procurement, December 7, 2022
- Notice of Sole Source Procurement, February 8, 2023.
- *Gavin Newson Will Not Support Mandatory Kindergarten* Article
- California First 5 Association State Budget Highlights

**8.0 Adjourn**

Meeting Adjourned at 5:56 p.m.

The public may comment on any agenda item or any item of public interest within the jurisdiction of the First 5 Contra Costa Children and Families Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur.

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**Staff Report**  
April 17, 2023

**ACTION:**     X      
**DISCUSSION:**                     

**TITLE: Revised Conflict of Interest Policy**

**Background:**

As part of ongoing review of the Commission’s Conflict of Interest policies and practices, staff and Counsel have revised the Commission’s Conflict of Interest Policy, first adopted in 1999, to reflect the current structure of First 5. The revision increases the number of staff required to file disclosures pursuant to the regulation adopted by the Fair Political Practices Commission. Specifically, in addition to the Executive Director, the Deputy Director, Director of Finance and Operations, all managers, and all program officers will be required to report, based on the involvement in selecting and monitoring program and professional services contracts.

**Recommendation:**

APPROVE amended Conflict of Interest Code, dated April 17, 2023, for the Contra Costa County Children and Families Commission.



**CONFLICT OF INTEREST CODE  
OF THE  
CONTRA COSTA COUNTY  
CHILDREN AND FAMILIES COMMISSION**

**Adopted December 6, 1999**

**Approved by the Contra Costa Board of Supervisors February 1, 2000**

**Revised and adopted February 7, 2011**

**Revised and adopted October 28, 2020**

**Revised and adopted January 5, 2021**

The Political Reform Act (Gov Code 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730) which contains the terms of a standard conflict of interest code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulation Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Exhibit "A" designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the Contra Costa County Children and Families Commission.

Designated employees shall file their statements with the Executive Director who shall transmit the originals to the County Clerk and obtain for his records conformed copies evidencing such filings. The Executive Director will retain and will make copies of the statements available for public inspection and reproduction. (Gov. Code 81008)"



EXHIBIT "A"

<u>Designated Positions</u>	<u>Disclosure Category</u>
Commissioners	1
Executive Director	1
Deputy Director	1
Director of Finance and Operations	1
Program Officers	2
Managers	2
*Consultants	1

\*The Executive Director may determine in writing that a consultant is hired to perform a range of duties that is limited in scope and thus is not required to comply with disclosure requirements. The written determination is a public record and shall be retained for public inspection.



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<u>Designated Positions</u>	<u>Disclosure Category</u>
Commissioners	1
Executive Director	1
Deputy Director	1
Director of Finance and Operations	1
<a href="#">Director of Policy, Strategy and Evaluation</a>	<a href="#">1</a>
Program Officers	2
<del>Managers</del>	<del>2</del>
<a href="#">Human Resources Manager</a>	<a href="#">2</a>
<a href="#">Grants and Contracts Manager</a>	<a href="#">2</a>
*Consultants	1

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DRAFT




**Office of the County Counsel**  
1025 Escobar Street, 3<sup>rd</sup> Floor  
Martinez, CA 94553

Contra Costa County  
Phone: (925) 655-2200  
Fax: (925) 655-2263

*Date:* February 1, 2023

*To:* Board of Supervisors

*From:* Thomas L. Geiger, Chief Assistant County Counsel 

*Re:* **Teleconferencing Options Under the Brown Act for Members of County Boards, Commissions, and Committees**

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### SUMMARY

Members of the Board of Supervisors may continue attending meetings remotely until the current statewide state of emergency ends on February 28, 2023. Once the state of emergency ends, Board members may participate in meetings remotely under new Brown Act teleconferencing rules that allow Board members to attend remotely for limited reasons and a limited number of times per year. Specifically, these new rules allow individual members of the Board to participate in Board meetings by teleconference for “just cause” reasons or due to “emergency circumstances” when certain legal requirements are met. Board members may also participate in meetings remotely under the traditional Brown Act teleconference option. This option allows individual Board members to participate in meetings by teleconference if the location from where they are participating is listed on the agenda and other legal requirements are met.

In addition to applying to the Board of Supervisors, the new teleconferencing rules and the traditional teleconferencing option apply to all County boards, commissions, and committees that are subject to the Brown Act. These County boards, commissions, and committees are considered “legislative bodies” under the Brown Act and include, in addition to the Board of Supervisors: (1) committees created by statute; (2) committees created by formal action of the Board of Supervisors, whether composed of lay persons or a combination of lay persons and Board members; (3) standing committees, composed solely of members of the Board, that have a continuing subject matter jurisdiction (for example, the Board’s Internal Operations committee); and (4) standing committees created by a Board-appointed committee and composed solely of members of that body (for example, a subcommittee of the Mental Health Commission). Once the state of emergency ends on February 28, all members of County legislative bodies will be required to meet in person unless they attend remotely under the new or traditional Brown Act teleconferencing rules.

The Board of Supervisors previously directed that meetings of County legislative bodies provide for remote attendance by the public. These “hybrid” meetings, which allow in-person and remote attendance, may continue unless the Board of Supervisors directs otherwise, but as discussed below, some form of remote public participation must be in place for members of legislative bodies to use the new “just cause” or “emergency circumstances” options.

## **TELECONFERENCING OPTIONS AVAILABLE TO ALL COUNTY BOARDS, COMMISSIONS, AND COMMITTEES**

### **1. Teleconferencing Is Allowed Under the Brown Act for “Just Cause” Reasons or Under “Emergency Circumstances”**

Assembly Bill 2449 amended the Brown Act (Government Code sections 54950-54963) to provide an alternative to the traditional Brown Act teleconferencing rules. Specifically, AB 2449 amended Government Code section 54953 to permit individual members of a County legislative body to participate in meetings by teleconference for “just cause” or due to “emergency circumstances” when certain legal requirements are met. (Gov. Code, § 53953(f).)

**Teleconference Participation for Just Cause.** If a member of a County legislative body wishes to attend a meeting remotely for “just cause,” the member must notify the County legislative body at the earliest opportunity, up to and including the start of a regular meeting, of the need to participate remotely. The member must provide a general description of one of the following “just cause” circumstances:

- There is a childcare or caregiving need for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner.
- A contagious illness that prevents the member from attending in person.
- A need related to a physical or mental disability that is not otherwise accommodated for.
- Travel while on official business of the County legislative body or another state or local agency.

**Teleconference Participation for Emergency Circumstances.** If a member of a County legislative body wishes to attend a meeting remotely due to “emergency circumstances,” the member must provide a general description of the need to appear remotely, which need not exceed 20 words or include any personal medical information. The member must make the request to participate remotely as soon as possible. “Emergency circumstances” means a physical or family medical emergency that prevents a member from attending in person.

**Legislative Body Action Requirements.** The County legislative body need not take action to allow a member to attend remotely for “just cause.” To allow a member to attend remotely for “emergency circumstances,” the County legislative body must take action on the request at the meeting. If there is insufficient time to include the item on a posted agenda, the County legislative body may take action on the request at the beginning of the meeting. Approval for the member to participate remotely based on the “emergency circumstances” exception must be by majority vote. The member requesting the remote appearance may not vote on the request or be counted as part of the quorum until the legislative body approved the “emergency circumstances” exception.

**Participation Requirements.** A member appearing by teleconference under one of the AB 2449 options must participate in the meeting through both audio and visual technology.

**Disclosure Requirements.** A member appearing by teleconference under an AB 2449 option must publicly disclose at the meeting whether any other individuals 18 years or older are in the room at the remote location with the member and must publicly disclose the general nature

of the member's relationship with these individuals. This disclosure must occur before any action is taken.

**Quorum Required.** If a teleconference meeting is conducted with a member participating under an AB 2449 option, at least a quorum of the County legislative body must participate in person, and the quorum must meet in a single, physical location identified on the agenda that is open to the public and situated within the County.

**Limitations on Number of Remote Appearances.** A member may not use a "just cause" reason to appear remotely for more than two meetings per calendar year. In total, a member may not participate remotely under an AB 2449 option for more than three consecutive months or 20 percent of the regular meetings of the County legislative body within the calendar year, or for more than two meetings if the body regularly meets less than 10 times per year.

**Roll Call.** All votes taken during a teleconference meeting conducted under this option must be by roll call.

**Technological and Access Requirements.** If a member participates remotely under an AB 2449 option, the County legislative body must also provide either a two-way audiovisual platform, or a two-way telephonic service and a live webcasting of the meeting, so that the public may remotely hear and visually observe the meeting, and remotely address the legislative body.

The body must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment. The agenda must include an opportunity for all persons to attend and address the legislative body via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency's control prevents members of the public from commenting using the phone or internet service, the legislative body may not take any action at the meeting until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be subject to legal challenge.

When a member appears remotely for a just cause or emergency circumstances reason, the Brown Act does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location.

The body may not require public comments to be submitted in advance of the meeting and must allow the public to address the body and comment in real time.

An individual may be required to register for public comment before being allowed to provide comment, where the body uses a third-party platform (like Zoom) for the meeting.

The Brown Act rules allowing "just cause" or "emergency circumstances" participation remain in effect through 2025. Beginning January 1, 2026, only the traditional Brown Act teleconference rules will be available (unless further legislation is adopted in the meantime).

## **2. Teleconferencing Under Traditional Brown Act Rules**

Members of County legislative bodies also may continue to participate remotely under the traditional Brown Act teleconferencing rules in Government Code section 54953(b). Under these rules:

- At least a quorum of the legislative body must participate from locations in the County.
- Each telephone conference location and the meeting location must be shown on the agenda for the meeting. In addition, the agenda must provide an opportunity for members of the public to give public comment from each teleconference location.
- In addition to the usual agenda-posting agenda locations and the County website, an agenda must be posted at each teleconference location at least 96 hours in advance of the meeting under the County's Better Government Ordinance, or at least 24 in advance for a special meeting.
- Each teleconference location must be open and accessible to members of the public.
- All votes taken during a teleconference meeting must be by roll call.

TLG:

## Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
<b>Applicable Timeframe</b>	<ul style="list-style-type: none"> <li>▪ Available until the state of emergency ends, currently scheduled for February 28, 2023. In no event may the AB 361 rules continue past December 31, 2023.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Available beginning <u>January 1, 2023</u>, and ending <u>December 31, 2025</u>.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Available anytime.</li> </ul>
<b>Who May Appear Remotely and Quorum Requirements</b>	<ul style="list-style-type: none"> <li>▪ Any or all board members.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Individual board members if:               <ol style="list-style-type: none"> <li>(1) a quorum of the members participates in person; and</li> <li>(2) the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency’s jurisdiction.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Individual board members, if at least a quorum of the members of the body participate from locations within the jurisdictional boundaries of the body.</li> </ul>
<b>Bases for Remote Appearance</b>	<ul style="list-style-type: none"> <li>▪ Must be a proclaimed state of emergency; and either:               <ol style="list-style-type: none"> <li>(1) State or local officials have imposed or recommended measures to promote social distancing;</li> <li>(2) The body is holding a meeting to determine if meeting in person would present imminent risks to the health or safety of attendees; or</li> <li>(3) The body finds that meeting in person would present imminent risks to the health or safety of attendees.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>▪ A member may appear remotely for “Just Cause” or “Emergency Circumstances”:               <ul style="list-style-type: none"> <li>▶ <b>“Just cause”</b> is any of the following:                   <ol style="list-style-type: none"> <li>(1) A need to care for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner;</li> <li>(2) A contagious illness that prevents a member from attending in person;</li> <li>(3) A need related to a physical or mental disability that is not otherwise accommodated for; or</li> <li>(4) Travel while on official business of the body or another state or local agency.</li> </ol> </li> <li>▶ <b>“Emergency circumstances”</b> is a physical or family medical emergency that prevents a member from attending in person.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Applies when a board member is unable to attend in person.</li> </ul>

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<p><b>Notification and Approval Requirements</b></p>	<ul style="list-style-type: none"> <li>▪ The body must reconsider the circumstances of the state of emergency every 30 days and find that the emergency continues to exist and either:               <ol style="list-style-type: none"> <li>(1) it continues to directly impact the ability of officials and members of the public to meet safely in person; or</li> <li>(2) state or local officials continue to impose or recommend measures to promote social distancing.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>▪ To attend remotely for:               <ul style="list-style-type: none"> <li>▶ <b>“Just Cause”</b> <ul style="list-style-type: none"> <li>▪ The member must notify the body at the earliest possible opportunity, including at the start of a regular meeting, of the need to participate remotely.</li> <li>▪ The member must provide a general description of the circumstances necessitating the remote appearance.</li> <li>▪ The body need not take action in response.</li> </ul> </li> <li>▶ <b>“Emergency Circumstances”</b> <ul style="list-style-type: none"> <li>▪ The member’s request to appear remotely must include a general description of the need to appear remotely, which need not exceed 20 words, and need not include any personal medical information.</li> <li>▪ The member must make the request to participate remotely as soon as possible and must make a separate request for each meeting.</li> <li>▪ The body must take action on the request at a public meeting.</li> <li>▪ If there is insufficient time to include the item on a posted agenda, the body may take action at the beginning of the meeting.</li> <li>▪ Approval must be by majority vote.</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ No additional requirements.</li> </ul>

## Teleconference Meeting Participation Options

	<b>AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)</b>	<b>AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)</b>	<b>Traditional Teleconferencing (Gov. Code, § 54953(b).)</b>
<b>Agenda and Public Access and Comment Requirements</b>	<ul style="list-style-type: none"> <li>▪ The notice and agenda are required to state the means by which the public may access the meeting and provide public comment.</li> <li>▪ The agenda does not need to be posted at each teleconference location or identify each teleconference location.</li> <li>▪ The body is not required to provide a physical location from which the public may attend or comment.</li> <li>▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time.</li> <li>▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment.</li> <li>▪ The agenda must include an opportunity for all persons to attend and address the body via a call-in option, an internet-based service option, and at the in-person location.</li> <li>▪ The law does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location.</li> <li>▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time.</li> <li>▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The teleconference location must be open to the public.</li> <li>▪ The agenda must be posted at all meeting locations, including the teleconference location.</li> <li>▪ The agenda must identify all meeting locations, including the teleconference location.</li> <li>▪ The agenda must provide for public comment at all meeting locations, including the teleconference location.</li> </ul>
<b>Voting Requirements</b>	<ul style="list-style-type: none"> <li>▪ Members must vote by roll call.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Members must vote by roll call.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Members must vote by roll call.</li> </ul>

## Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
<b>Technological Requirements</b>	<ul style="list-style-type: none"> <li>▪ Members of the public must be able to attend via a call-in option or an internet-based service option.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The public must be able to remotely hear and visually observe the meeting, and remotely address the body. Thus, the body must provide either:               <ol style="list-style-type: none"> <li>(1) a two-way audiovisual platform; or</li> <li>(2) a two-way telephonic service and a live webcasting of the meeting.</li> </ol> </li> </ul>	
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency’s control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1.</li> </ul>	<ul style="list-style-type: none"> <li>▪ If a member participates remotely, the member must also:               <ol style="list-style-type: none"> <li>(1) Publicly disclose at the meeting before any action is taken, whether any other individuals 18 years or older are in the room at the remote location with the member and the general nature of the member’s relationship with such individuals; and</li> <li>(2) Participate through both audio and visual technology.</li> </ol> </li> <li>▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency’s control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption</li> </ul>	



## Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
		<p>that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1.</p> <ul style="list-style-type: none"> <li>▪ The body must have and implement a procedure for receiving and quickly resolving reasonable accommodation requests for individuals with disabilities. Any doubt should be resolved in favor of accessibility.</li> </ul>	
<b>Limitations on Frequency of Remote Appearances</b>	<ul style="list-style-type: none"> <li>▪ None.</li> </ul>	<ul style="list-style-type: none"> <li>▪ A member may participate remotely for “just cause” no more than two times per calendar year.</li> <li>▪ A member may not participate remotely for more than three consecutive months or 20 percent of the regular meetings for the local agency within the calendar year, or more than two meetings if the body regularly meets less than 10 times per year.</li> </ul>	<ul style="list-style-type: none"> <li>▪ None.</li> </ul>