

Brown Act

Open Meetings Laws in California



Meetings of public bodies must be "open and public," actions may not be secret, and action taken in violation of open meetings laws may be voided. (§§ 54953(a), 54953(c), 54960.1(d))

A "meeting" is any gathering of a majority of the members of a covered board to hear, discuss, or deliberate on matters within the agency's or board's jurisdiction. (§ 54952.2(a))

Basic Requirements

- Post notice and an agenda at least **three days** prior to meeting
- Give notice at least one hour in advance of an emergency meeting
- Not require a “sign-in”
- Allow non-disruptive recording
- Allow for public comment
- Conduct only public votes
- Treat documents as public “without delay”

Submitting An Agenda Item?

- Submit no later than Friday before the Thursday meeting
- Earlier helps ensure there is time available on the agenda

Date to get Agenda Requests in (Fridays)	Date Agenda goes out (Mondays)	Date of Meeting (Thursda ys)
Aug. 20	Aug. 23	Aug. 26
Sept. 3	Sept. 6	Sept. 9
Sept. 17	Sept. 20	Sept. 23
Oct. 8	Oct. 11	Oct. 14
Oct. 22	Oct. 25	Oct. 28
Nov. 5	Nov. 8	Nov. 11
Dec. 3	Dec. 6	Dec. 9

Virtual Meetings?

- The exemptions on the Brown Act virtual meetings are currently set to expire September 30
- According to the regular Brown Act provisions:
 - Need a **quorum** of **voting members** in this county (7 people)
 - Need to be in a **publicly accessible location** that is either the **meeting location** or a designated address that was **posted on the agenda**
 - If you did this in your home, you would be legally required to let anyone from the public enter to observe while the meeting was occurring.
 - In other words, we would need at least seven voting members to show up to campus.

Changes to the Brown Act?

- Multiple Assembly Bills are in process to modify the Brown Act
 - AB 703 would relax some of the virtual meeting requirements
 - But according to the current draft, this modification would **still require a quorum** of members to be in **single physical location**
 - Other voting members wouldn't need to specify their location
 - My **guess** is that the emergency exemptions will be extended
- ... But if you are a voting member, please **let me know if you would be willing and able to meet on campus** starting in October.