

BOARD TELECONFERENCING & REMOTE PARTICIPATION	Policy #200-010
Created: 2/15/2026	Revised:

Authority: California Government Code §54950 et seq. (Brown Act), including amendments enacted through SB 827 and related legislation.

PURPOSE

The purpose of this policy is to establish lawful procedures for the conduct of Board of Directors meetings using teleconferencing and remote participation technology, while ensuring transparency, public access, and full compliance with the Ralph M. Brown Act and applicable California law.

POLICY

It is the policy of the Rescue Fire Protection District that meetings of the Board of Directors and its committees may be conducted with teleconferenced participation by Directors, staff, and the public when authorized by law and conducted in strict compliance with the Brown Act and this policy. Teleconferencing is intended to enhance public access and operational flexibility and shall not be used to circumvent public participation, notice requirements, or transparency obligations.

DEFINITIONS

Teleconferenced Meeting:

A meeting of the Board or a Board committee in which one or more members participate remotely using audio or audiovisual technology.

Remote Participation Platform:

Any electronic platform (e.g., video conferencing or telephonic system) that allows real-time participation by Board members and the public.

AUTHORITY TO USE TELECONFERENCING

A. Non-Emergency Teleconferencing

The Board may conduct meetings with teleconferenced participation without declaring a local or state emergency, provided all requirements of this policy and the Brown Act are met.

B. Emergency Teleconferencing

During a declared emergency or other legally authorized circumstances, the Board may conduct meetings under emergency teleconferencing provisions as permitted by law.

PUBLIC ACCESS REQUIREMENTS

When teleconferencing is used:

1. The public shall be provided with **real-time access** to observe the meeting through audio or audiovisual means.
2. The agenda shall clearly state how the public may access the meeting.

3. Public comment shall be permitted through:
 - In-person participation (when applicable), and/or
 - Remote participation methods that allow real-time comment.
4. The District shall not require members of the public to provide personal information as a condition of access beyond what is reasonably necessary to facilitate participation.

BOARD MEMBER PARTICIPATION & QUORUM

1. A quorum of the Board may be established through a combination of in-person and teleconferenced participation.
2. All votes shall be conducted by roll call when any Board member participates remotely.
3. Board members participating remotely shall be deemed present for all purposes, including quorum and voting.

AGENDA POSTING & NOTICE

- A. **Regular Meetings**
 - Agendas shall be posted at least **72 hours** in advance in compliance with the Brown Act.
 - The agenda shall include clear instructions for public access to the teleconferenced meeting.
- B. **Special Meetings**
 - Agendas shall be posted at least **24 hours** in advance.
 - Teleconference access information shall be included in the posting.

MEETING DISRUPTIONS

If a technical disruption prevents public access to the teleconferenced meeting:

1. No further action shall be taken until public access is restored; or
2. The meeting shall be recessed or adjourned and rescheduled as required by law.

COMMITTEES

This policy applies equally to standing, ad hoc, and other committees of the Board that are subject to the Brown Act.

ADA & ACCESSIBILITY

Teleconferenced meetings shall be conducted in a manner consistent with the Americans with Disabilities Act (ADA). Reasonable accommodations shall be provided upon request to ensure meaningful access for individuals with disabilities.

RECORDING

The District may record teleconferenced meetings for administrative or public access purposes. Any recording shall be considered a public record subject to applicable law.

CONFLICT WITH OTHER POLICIES

In the event of a conflict between this policy and any other Board policy regarding meeting procedures, **Policy 200-010 shall control** to the extent required to ensure compliance with state law.

REVIEW

This policy shall be reviewed periodically and updated as necessary to reflect changes in state law or best practices related to public meetings and teleconferencing.