



Riverside County Workforce Development Executive Committee Meeting Agenda

*Wednesday, October 20, 2021
11:30 a.m. – 1:00 p.m.*

The Board Meeting will be accessible to the public online by video conference and telephone access using the information listed below.

[Zoom](#) Online Video/Audio Conference

Meeting ID: 865 1838 3400 **Passcode:** 92507

Online: <https://us06web.zoom.us/j/86518383400?pwd=cEJjNWtSN3NUNTRlb2JNbHpiWWJFdz09>

Phone: (888) 788-0099 or (877) 853-5247

One tap mobile: +17207072699,,86518383400# US

Find your local number: <https://us06web.zoom.us/j/86518383400?pwd=cEJjNWtSN3NUNTRlb2JNbHpiWWJFdz09>

Participants should be advised that by engaging in meeting telephonically or electronically they acknowledge that input may be recorded, such recording is subject to inspection pursuant to the California Public Records Act.

MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER [N-29-20](#) DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

The Riverside County Workforce Development Board (Board) is holding Board of Directors meetings to conduct essential business. Members of the public may view and participate electronically or telephonically, not in person, consistent with directives from the Riverside County Public Health Officer, the California Department of Public Health, and the California Governor's Executive Order [N-33-20](#).

Public Participation Members of the public may address the Board on any item on the agenda and on any matter that is within the Board's jurisdiction. To address the Board regarding an item that is on the agenda, please submit an e-mail entitled "Public Comment" directly to the Board Coordinator, Jasmine Guerrero, via email at jguerrer@rivco.org or by calling (951) 955-9068. Requests must be submitted to the Board Coordinator prior to the time the item is called for consideration or prior to the Public Comment section of the agenda. Please specify if comment is related to an Action Item or if it is General Public Comment. *If you cannot or choose not to attend when the meeting occurs but wish to make a comment, please submit your comments by 8:00 a.m. on the day of the Board meeting.* Comments will be presented by the Board Coordinator. They will be announced at the appropriate time and will be added to the record. Comments will be read after Action Items are discussed or during Public Comment period.

Patrick Ellis
WDB Chairperson
Carrie Harmon
WDB Executive Director



Jamil Dada
WDB Vice Chairperson
Leslie Trainor
WDB Deputy Director

Riverside County Workforce Development Executive Committee Meeting Agenda

Wednesday, October 20, 2021
11:30 a.m. - 1:00 p.m.

WELCOME

1.1 Call to Order and Self Introductions Patrick Ellis

ACTION ITEMS

2.1 Resolution Authorizing Remote Teleconference Meetings Leslie Trainor
2.2 Amendment to WDB Bylaws Leslie Trainor

REPORTS

3.1 Chairperson's Report Patrick Ellis
3.2 Federal/State Report Jamil Dada
3.3 Executive Director's Report Carrie Harmon
3.4 Operations Report Leslie Trainor

DISCUSSION ITEMS

4.1 IERPU Steering Committee Member Policy Tammy Mathis
4.2 WIOA Year-Round Youth Opportunity Center Youth Services RFP Update Carolina Garcia
4.3 2022 Proposed Calendar Jasmine Guerrero
4.4 Member Initiatives All

PUBLIC COMMENT

Participants should be advised that by engaging in meeting telephonically or electronically they acknowledge that input may be recorded, such recording is subject to inspection pursuant to the California Public Records Act.

CONFLICT OF INTEREST ADVISEMENT Board members please be advised: If an Agenda item relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250.00 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures: *“When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item and then refrain from discussing, voting on, or otherwise influencing the Board’s consideration of the Agenda item.”*

ACCESSIBILITY The Workforce Innovation Opportunity Act (WIOA) Title I financially assisted program or activity is an equal opportunity employer and program. Auxiliary aids and services are available upon request to individuals with disabilities. There are two ways of requesting reasonable accommodations. 1. For ADA Coordinator, please call (951) 955-3100, (951) 955-3744 TTY, CA Relay 711, or e-mail ADACoordinator@rivco.org. 2. For the Board Coordinator, please call (951) 955-9068 or e-mail jguerrer@rivco.org.

PUBLIC NOTICE While Board Meetings are open to the public, time constraints limit the Board’s ability to permit open discussions with members of the audience. Persons requesting to address the Board on matters not on the agenda but within the jurisdiction of the Board should do so under the agenda item Public Comments. Persons requesting to address the Board on an agenda item should register with staff prior to the meeting via e-mail to jguerrer@rivco.org or phone (951) 955-9068. The Chair will impose a 3-minute time limit on all speakers addressing the Board.

NON-EXEMPT MATERIALS Non-exempt materials related to an item on this agenda submitted to the Workforce Development Board after distribution of the agenda packet are available for public inspection on the Riverside County Economic Development Agency Workforce Division’s website at www.rivcoworkforce.com.

POSTED MATERIALS In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Riverside County Workforce Development Board website (www.rivcoworkforce.com/WDB). The agenda, supporting documents, and all writing received by the Board are public records and can be viewed online, but may not include all available or the most current documentation. All documentation along with the most updated versions can be requested via e-mail to RivCoWDB@rivco.org, by calling (951) 955-9068 or (951) 955-3100.

EXECUTIVE COMMITTEE

ACTION ITEM # 2.1

SUBMITTAL DATE: October 20, 2021

SUBJECT: Approve the attached Resolution No. 2021-001, A Resolution of the Riverside County Workforce Development Board Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Riverside County Workforce Development Board for the Period October 20, 2021 through November 19, 2021 Pursuant to the Ralph M. Brown Act (Resolution No. 2021-001).

RECOMMENDATION: That the Riverside County Workforce Development Board (WDB) Executive Committee approve, on behalf of the WDB, Resolution No. 2021-001.

BACKGROUND:

The Riverside County Workforce Development Board (WDB) is a private sector led policy and oversight body that supports economic expansion and the development of the regional workforce. The WDB is governed by the Workforce Innovation and Opportunity Act of 2014 (WIOA). Federal funds received under WIOA are allocated to activities that link resources, people, business, and education, resulting in a competitive workforce. Related programs and services benefit workers and employers in Riverside County.

On March 4, 2020, Governor Newsom declared a state of emergency due to COVID-19. The Governor also issued Executive Orders that suspended certain provisions of the Brown Act. Because the WDB is subject to the Brown Act, WDB meetings were directly impacted.

The Brown Act generally requires that meetings of the WDB and its committees be open and public and that all persons be permitted to attend and participate. The Brown Act allows for meetings via teleconference as long as certain requirements are met. One such requirement is that each teleconference location must be accessible to the public and that members of the public be allowed to address the WDB at each teleconference location.

The Governor's COVID-related Executive Orders temporarily suspended these teleconference requirements, allowing the WDB to hold teleconference meetings without opening all teleconference locations to the public. This arrangement is known as abbreviated teleconferencing procedures.

On September 16, 2021 the Governor signed Assembly Bill 361 (AB 361). Among other things, AB 361 allows the WDB to continue use of abbreviated teleconferencing procedures, subject to certain conditions. One such condition is the existence of a gubernatorial-declared state of emergency. Another condition is that the WDB must formally specify the need to continue use of abbreviated teleconferencing initially and then every 30 days thereafter. The formal specification can be accomplished by adopting a related Resolution.

The attached Resolution No. 2021-001 is based on a template provided by Riverside County Counsel. The Resolution incorporates language and motions required to satisfy AB 361 conditions and allows continued use of abbreviated teleconferencing procedures at meetings of the WDB and its committees. Staff recommends that the WDB approve Resolution No. 2021-001. Once approved, the WDB must then approve related resolutions every 30 days during the state of emergency in order to continue use of abbreviated teleconferencing procedures.

Executive Committee Date: Approval:	Board of Supervisors Concurrence Required: Yes
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RESOLUTION NO. 2021-001

**A RESOLUTION OF THE RIVERSIDE COUNTY WORKFORCE DEVELOPMENT BOARD
AUTHORIZING REMOTE TELECONFERENCE MEETINGS
OF THE LEGISLATIVE BODIES OF THE RIVERSIDE COUNTY WORKFORCE
DEVELOPMENT BOARD
FOR THE PERIOD OCTOBER 20, 2021 THROUGH NOVEMBER 19, 2021
PURSUANT TO THE RALPH M. BROWN ACT.**

WHEREAS, all meetings of the Riverside County Workforce Development Board and its legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963), so that any member of the public may attend, participate, and view the legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

WHEREAS, a required condition of Government Code section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558(b); and

WHEREAS, a further required condition of Government Code section 54953(e) is that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body holds a meeting to determine or has determined by a majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency declaring a state of emergency exists in California due to the threat of COVID-19, pursuant to the California Emergency Services Act (Government Code section 8625); and,

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which

1 formally rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a
2 gradual, risk-based reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did
3 not rescind the proclaimed state of emergency; and,

4 **WHEREAS**, on June 11, 2021, Governor Newsom also issued Executive Order N-08-21, which set
5 expiration dates for certain paragraphs of the State of Emergency Proclamation dated March 4, 2020 and
6 other Executive Orders but did not rescind the proclaimed state of emergency; and,

7 **WHEREAS**, as of the date of this Resolution, neither the Governor nor the state Legislature have
8 exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency
9 either by proclamation or by concurrent resolution the state Legislature; and,

10 **WHEREAS**, the California Department of Industrial Relations has issued regulations related to
11 COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of
12 Regulations, Section 3205(5)(D) specifically recommends physical (social) distancing as one of the
13 measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel
14 more than six feet, especially indoors; and,

15 **WHEREAS**, the Riverside County Workforce Development Board finds that state or local officials
16 have imposed or recommended measures to promote social distancing, based on the California Department
17 of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the
18 California Code of Regulations, Section 3205(5)(D); and,

19 **WHEREAS**, as a consequence, the Riverside County Workforce Development Board does hereby
20 find that it and its legislative bodies shall conduct their meetings by teleconferencing without compliance
21 with Government Code section 54953 (b)(3), pursuant to Section 54953(e), and that such legislative bodies
22 shall comply with the requirements to provide the public with access to the meetings as prescribed by
23 Government Code section 54953(e)(2).

24 **NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** by the Riverside County
25 Workforce Development Board, by and through its Executive Committee, in regular session assembled on
26 October 20, 2021 does hereby resolve as follows:

27 Section 1. Recitals. All of the above recitals are true and correct and are incorporated into this
28 Resolution by this reference.

1 Section 2. State or Local Officials Have Imposed or Recommended Measures to Promote Social
2 Distancing. The Riverside County Workforce Development Board hereby proclaims that state officials
3 have imposed or recommended measures to promote social (physical) distancing based on the California
4 Department of Industrial Relations’ issuance of regulations related to COVID-19 Prevention through Title
5 8 of the California Code of Regulations, Section 3205(5)(D).

6 Section 3. Remote Teleconference Meetings. The Riverside County Workforce Development
7 Board and any of its legislative bodies are hereby authorized and directed to take all actions necessary to
8 carry out the intent and purpose of this Resolution including, conducting open and public meetings in
9 accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

10 Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption and
11 shall be effective until the earlier of (i) November 19, 2021 or (ii) such time the Riverside County Workforce
12 Development Board adopts a subsequent resolution in accordance with Government Code section
13 54953(e)(3) to extend the time during which its legislative bodies may continue to teleconference without
14 compliance with Section 54953(b)(3).

15 ADOPTED this 20th day of October 2021 by the Riverside County Workforce Development Board,
16 by and through its Executive Committee, by the following vote:

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18 YES:

19 NO:

20 ABSENT:

21 ABSTAIN:

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Assembly Bill No. 361

CHAPTER 165

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

[Approved by Governor September 16, 2021. Filed with
Secretary of State September 16, 2021.]

LEGISLATIVE COUNSEL'S DIGEST

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

(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 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.

(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.

(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.

(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.

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

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

SECTION 1. Section 89305.6 is added to the Education Code, to read:
89305.6. (a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a legislative body may hold public meetings through teleconferencing

and make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body.

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

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

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

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

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

(D) Post agendas at all teleconference locations.

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

(c) 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, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. A legislative body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

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

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

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

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

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

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a legislative body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the legislative body's internet website.

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

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

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

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

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

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

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

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

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

(D) Post agendas at all teleconference locations.

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

(c) 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, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the state body allow members of the public to attend the meeting and offer public comment. A state body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

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

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

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

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

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

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a state body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the state body's internet website.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

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

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

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

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

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

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

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

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

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

(B) Any of the following circumstances exist:

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

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

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

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

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

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency in person, except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

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

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

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body

shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for

the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

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

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

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

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

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

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

(B) Any of the following circumstances exist:

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

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

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

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

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

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

of the legislative body of a local agency, except as otherwise provided in this chapter.

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

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

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

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

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

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

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

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting,

members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

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

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

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

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

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, in person except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

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

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

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the

legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

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

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

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

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

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

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

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint

powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

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

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

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

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

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

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

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

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

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

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

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

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EXECUTIVE COMMITTEE



ACTION ITEM # 2.2

DATE: October 20, 2021

SUBJECT: Amendment to Riverside County Workforce Development Board Bylaws

RECOMMENDATION: That the Riverside County Workforce Development Board approve proposed changes in the attached Riverside County Workforce Development Board Amended Bylaws (Amended Bylaws) and authorize staff to present the Amended Bylaws to the Riverside County Board of Supervisors for approval.

BACKGROUND:

On August 18, 2015, the Riverside County Board of Supervisors established the Riverside County Workforce Development Board (RCWDB) and adopted RCWDB's Bylaws. The Board of Supervisors' action was in response to enactment of the Workforce Innovation and Opportunity Act of 2014 (WIOA), which replaced the Workforce Investment Act. RCWDB is a private sector led policy and oversight body that is governed by WIOA and supports economic expansion and the development of the regional workforce. Federal funds received under WIOA are allocated to activities that link resources, people, business, and education, resulting in a competitive workforce. Related programs and services benefit workers and employers in Riverside County. The Riverside County Workforce Development Division (WDD) administrates implementation of WIOA-funded programs and services.

During the six-year period from 2015 to present, changes have occurred which require RCWDB's Bylaws to be updated. One such change is the restructuring of the Riverside County Economic Development Agency (EDA). WDD was previously a division within the EDA. In early 2020, the EDA was restructured and WDD became part of a new County department. The existing RCWDB Bylaws contain reference to EDA, which need to be updated to reflect the new departmental structure. A second significant change involves the RCWDB's needs for committees. The existing RCWDB Bylaws stipulate three standing Regional Committees to address workforce development issues relevant to the East, West, and Southwest geographic areas of the County. Recently and particularly in light of changes brought about by the COVID-19 pandemic, members of the RCWDB have expressed a desire for a more flexible committee structure with options to form a variety of work groups based on an array of subject matters, as deemed necessary and appropriate.

As part of Discussion Item No. 4.1 during its June 16, 2021 meeting, the RCWDB Executive Committee discussed these changes and the need to update RCWDB's Bylaws correspondingly. Also discussed were areas of the existing Bylaws that were unclear or had caused confusion and were in need of clarification. Following the meeting, WDD staff invited RCWDB members to provide input into changes that were discussed and to recommend any additional changes. Input was received from one individual during the two-and-a-half-week feedback period.

As part of Agenda Action Item No. 2.1 during its August 18, 2021 meeting, the RCWDB Executive Committee deliberated on proposed amendments to RCWDB's Bylaws that WDD staff presented. The RCWDB Executive Committee requested additional revisions to (1) specify the minimum and maximum number of RCWDB members; (2) ensure consistent language across related sections of the Bylaws; and (3) clarify the number of missed meetings required for member removal. WDD staff implemented the four additionally requested revisions, which are reflected in the attached draft Amended Bylaws and are tracked/redlined to identify all proposed changes to the original Bylaws.

The RCWDB Executive Committee further inquired whether WIOA specifically required language regarding proxy processes described in Section II.F of the original RCWDB Bylaws. Pursuant to Federal Register Vol. 81 No. 161 §679.310(g)(4), RCWDB must include in its Bylaws processes for

designating a proxy when a RCWDB member is unable to attend a meeting. Therefore, language referring to proxy processes in Section II.F of the original RCWDB Bylaws has not been revised.

Staff recommends that the RCWDB Executive Committee approve the attached draft Amended Bylaws. If approved, the draft Amended Bylaws would then be presented to the Riverside County Board of Supervisors for approval.

EXECUTIVE COMMITTEE Date: Approval: Yes/No	BOARD OF SUPERVISORS CONCURRENCE Required: Yes
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Riverside County Workforce Development Board

AMENDED BYLAWS

As of October 20, 2021

WHEREAS, the Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128 (hereinafter WIOA), authorizes the expenditure of federal funds for workforce development programs in designated Local Areas (WIOA §3);

WHEREAS, the State of California has designated the County of Riverside (County) as a Local Area (LA); hereinafter referred to as LA;

WHEREAS, the WIOA required the establishment of a Riverside County Workforce Development Board (RCWDB) (WIOA §107) to provide policy guidance and oversight of the workforce development system for the LA;

WHEREAS, the Riverside County Board of Supervisors (BOS), the designated Chief Elected Officials (WIOA §3), hereby established the RCWDB to serve in accordance with the provisions of the WIOA and adopted bylaws for the RCWDB (Bylaws); and

WHEREAS, it is the intent and desire of the BOS to develop the Bylaws and adopt these Bylaws.

NOW, THEREFORE, the BOS hereby adopts Bylaws as follows herein. The Bylaws stated herein are the complete and exclusive statement of the RCWDB Bylaws and supersede all previous versions of any existing bylaws. Any previous bylaws not contained herein shall not be binding and are of no force and effect:

I. RESPONSIBILITIES OF THE RCWDB

The RCWDB shall have the following responsibilities:

- A. Provide policy guidance in the development of the 4-year local workforce strategic plan (Local Plan) and oversight of the One-Stop system, youth activities, employment services to individuals with disabilities and training activities under Title I of WIOA, in partnership with the chief elected officials (WIOA §107 and §108);
- B. Develop a budget for the purpose of carrying out the duties of the RCWDB subject to the approval of the Board of Supervisors (WIOA §107);~~Select One-Stop operators also known as America's Job Centers (AJCs) (WIOA §3) with the agreement of the chief elected official (WIOA §107);~~



- C. Select eligible One-Stop Operators (WIOA §3) of the Riverside County America's Job Centers (AJCs) with the agreement of the chief elected official (WIOA §107);
~~Develop a budget for the purpose of carrying out the duties of the RCWDB subject to the approval of the Board of Supervisors (WIOA §107);~~
- D. Select eligible youth service providers ~~based on the recommendations of the RCWDB (WIOA §123); and standing regional committees,~~
- E. Identify eligible providers of adult and dislocated worker services and training services; ~~and~~ and maintain a list of eligible providers with performance and cost information, as required in the WIOA §107;
- ~~E~~F. Negotiate and reach agreement on local performance measures with the Board of Supervisors and the Governor (WIOA §307);
- ~~F~~G. Assist the Governor in developing the statewide and local performance employment statistics system under the Wagner-Peyser Act (WIOA §308);
- ~~G~~H. Coordinate workforce investment activities with economic development strategies and developing business linkages (WIOA §223);
- ~~H~~I. Promote private sector involvement in the county-wide workforce development system through effective convening, brokering, and linkage activities through intermediaries such as the One-Stop ~~e~~Ooperator in the Local Area, industry sector partnerships or through other organizations to assist businesses in meeting hiring needs (WIOA §129);
- ~~I~~J. Coordinate activities with education and training providers in the local area, including providers of workforce development activities, providers of adult education and literacy activities under Title II, providers of career and technical education as defined in §3 of the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2302) and local agencies administering plans under Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.); ~~and~~
- ~~J~~K. Serve in an advisory capacity to the BOS on all matters relating to workforce development and training covered by Title I of the WIOA; ~~and-~~
- ~~K~~L. Perform all functions required in Section 107 (d) of WIOA.

II. APPOINTMENT, REAPPOINTMENT AND DISQUALIFICATION OF MEMBERS

- A. The RCWDB shall consist of ~~at least~~ no less than 19 members (~~minimum required WIOA §107 members~~) and no more than 29 members ~~to meet the federal~~



~~statutory requirements under WIOA appointed by the BOS in accordance with the provisions of WIOA §107.~~

- B. ~~Minimum RCWDB~~ membership composition shall comport with requirements under WIOA §107 as follows: ~~can be met with 19 members:~~
1. At least 51% (10) Business Representatives, ~~(51%)~~, including the Chair (as more specifically defined in WIOA §107(b))
 2. At least (4)20% Representatives of the Workforce ~~(20%)~~ (as more specifically defined in WIOA §107(b))
 3. At least (1) Adult Education/Literacy Representative (as more specifically defined in WIOA §107 (b))
 4. At least 1 (1) Vocational Rehabilitation Representative (as more specifically defined in WIOA §107 (b))
 5. At least 1 (1) Higher Education Representative (as more specifically defined in WIOA §107 (b))
 6. At least 1 (1) Wagner-Peyser Representative (as more specifically defined in WIOA §107 (b))
 7. At least 1 Representative from an (1) Economic and Community Development Representative entity (as more specifically defined in WIOA §107 (b))
- C. Members shall be appointed by the Board of Supervisors (WIOA §107) -for two-year terms and serve at the pleasure of the Board of Supervisors.
- D. If the appointee is a current Workforce Investment Board member, the initial two-year term shall coincide with the members' prior term of appointment.
- E. Each member of the RCWDB shall be entitled to one vote during a regular or called meeting in which said member is present and provided a quorum is present at the time the vote is taken, except that no matter which has direct bearing on services to be provided by that member or their parent organization; this agreement shall not provide for alternate membership.
- F. A proxy may be designated by a member at the beginning of each year to cast votes in the board member's absence. A change of proxy during the course of the year must be requested in writing to the Chairperson prior to a scheduled board meeting. A proxy must formally represent the same member organization as the absent board member.
- G. Membership on the RCWDB shall cease in case of death, resignation, disqualification, failure to be reappointed, and may cease based on attendance. The right of a member to vote and all of his/her rights, title and interest in and to the RCWDB shall cease based on the above mentioned.



Removal or resignation may be a result of:

1. A member is not reappointed after completion of a term.;
 2. A member resigning. Members shall offer their resignation in writing to the RCWDB Chairperson, with a copy to the Chairman of the BOS.;
 3. A member does not attend at least 50% of RCWDB meetings such as or meetings of RCWDB and the Executive Committee or and ad hoc standing Regional Committees meetings (as applicable).;
 4. Members may be removed by action of the BOS.
 5. RCWDB members shall be removed in the event any of the following events occur:
 - a) documented violation of a conflict of interest,
 - b) failure to meet RCWDB member representation requirements pursuant to WIOA, and/or
 - c) documented proof of fraud or abuse.
- H. All members must attend at least one-half of the meetings (50%). There are at least four board meetings held each calendar year. Executive Committee meetings are scheduled to respond to matters needing action during the time between RCWDB meetings. Each board member is strongly encouraged to participate in shall join a standing Regional Cone or more ad hoc committees related to their areas of interest and expertise located in their respective region. There are at least six four Regional Cad hoc committee meetings in each respective geographic area held each calendar year.
- I. In the event of the occurrence of a vacancy in the membership of the RCWDB, the following procedures shall be followed:
1. The RCWDB shall immediately inform the BOS, through the RCWDB Staff, of the occurrence of such vacancy;
 2. The Staff assigned to the RCWDB will assist the BOS to solicit nominations for membership as defined in the WIOA so as to meet eligibility for one of the mandated membership categories;



3. Nominations to fill any such vacancy, together with appropriate disclosure statements and documentation, shall be submitted to the BOS for consideration and appointment;
 4. The BOS shall proceed to fill vacancies within 60 days in accordance with the provisions of the WIOA, CUIC Code §15031(e), and the California Government Code 54970 through §54975.
 5. RCWDB members replacing out-going members mid-term will serve the remainder of the out-going member term.
- J. Notwithstanding any provisions of law to the contrary, RCWDB members, as public officials, shall be fully subject to any and all provisions of conflict of interest law, whether state, federal or local, including, but not by way of limitation, the provisions of Government Code §1090 et seq. and, Government Code §87100 et seq. A member of the RCWDB, the Executive Committee, or ~~a member of an ad hoc standing~~ committee may not (1) vote on a matter under consideration by the local board (A) regarding the provision of services by such member (or by an entity that such member represents); or (B) that would provide direct financial benefit to such member; or (2) engage in any other activity determined by the governor to constitute a conflict of interest per the State Plan (WIOA §107(h)).

III. FUNCTIONS OF RCWDB OFFICERS

The presiding officers of the RCWDB shall be called Chairperson and Vice Chairperson and shall serve a one-year term starting January 1 and ending December 31. The Chairperson and a Vice Chairperson shall be elected by the RCWDB from the private sector membership. In no instance shall a Chairperson serve more than four consecutive terms or four consecutive years as Chairperson.

- A. Functions and responsibilities of the Chairperson shall be as follows:
1. Shall be the official representative and spokesperson of the RCWDB;
 2. Shall preside at all meetings of the RCWDB and the Executive Committee of the RCWDB;
 3. Shall coordinate with the Head of the Riverside County ~~Economic Development Agency (EDA) Director of the~~ Workforce Development Division (WDD) and/or RCWDB assigned staff in preparing the agenda for RCWDB meetings;
 4. Shall call special meetings of the Executive Committee on matters needing action during the time between RCWDB meetings;



5. Shall sign on behalf of the RCWDB all necessary documents; and
 6. Perform other responsibilities as determined by the RCWDB.
- B. Functions and responsibilities of the Vice Chairperson shall be as follows:
1. Shall assume all responsibilities of the Chairperson in his/her absence;
 2. Shall serve as member-at-large on the Executive Committee; and
 3. Perform other responsibilities as directed by the Chairperson.

IV. ~~COMMITTEES~~ **STRUCTURE**

RCWDB's committee structure is set forth herein. RCWDB committees shall comport with WIOA requirements.

A. Ad Hoc Committees

All reference in these Bylaws to "ad hoc committee" or "ad hoc committees" shall have the meaning described in this Section IV(A). The RCWDB Chairperson may create a body or bodies of persons assigned to consider, investigate, take action on, or report on a particular subject matter. Such bodies may be in the form of ~~ad hoc~~ committees, task forces, working groups, or any other form as necessary and appropriate; may remain in existence for a duration that is necessary and appropriate; and may convene at a frequency ~~as that is deemed~~ necessary and appropriate ~~to conduct~~. Ad hoc committees may be formed for the purpose of conducting assigned business related to a particular topical area, population, geography, industry, strategic initiative, or any other issues of concern to RCWDB, as deemed necessary and appropriate. Ad hoc committees may also be formed ~~the for~~ processes ~~such as for~~ nominating and electing officers to the RCWDB; reviewing and making recommendations for amendments to the bylaws; and for other ~~processes as deemed necessary and appropriate. purposes such as addressing specific programs, strategic initiatives, and issues of concern to the Board.~~ Unless specified otherwise, ~~ad hoc~~ ad hoc committees shall serve in an advisory capacity only.

The RCWDB Chairperson shall appoint a private-sector member for Chairperson and a private-sector or public-sector member or non-member for Vice Chairperson of the ad hoc committees. The term of ad hoc committee Chairpersons and Vice Chairpersons shall correspond with the term of the appointing RCWDB Chairperson. The Chairperson may appoint individuals, including board members and non-members, to various ad hoc committees of the RCWDB, as appropriate. A staff member of the Administrative Entity will be assigned to work with the respective ad hoc committees. Ad hoc committees shall



report on their activities to the RCWDB and/or Executive Committee on a regular basis and may be dissolved at any time by the Chairperson of the RCWDB.

B. Executive Committee

The Executive Committee shall be composed of the RCWDB Chairperson, ~~the RCWDB and Vice Chairperson of the RCWDB, the Chairpersons of the standing Regional Committees,~~ the past RCWDB Chairperson, the Chairpersons of the ad hoc committees, one at-large RCWDB member, one representative from labor, and one from education. Ad hoc Regional Committee Chairpersons, at-large Executive Committee member, labor representative, and the education representative shall be appointed by the RCWDB Chairperson on an annual basis and their terms shall correspond with the term of the appointing RCWDB Chairperson. In the event that one individual is qualified to hold two seats on the Executive Committee, the RCWDB Chairperson may appoint a private sector replacement from the RCWDB.

The functions and responsibilities of the Executive Committee shall be as follows:

1. Shall act on behalf of the RCWDB on matters needing action during the time between RCWDB meetings;
2. Shall, in the absence of the RCWDB Chairperson and Vice Chairperson, designate a member of the Executive Committee to preside over the RCWDB and Executive Committee meetings;
3. Shall receive ~~standing and~~ ad hoc committee reports and act on recommendations for the RCWDB;
4. Shall assist the Chairperson in setting agendas for regularly scheduled RCWDB meetings;
5. Shall coordinate RCWDB activities with the County through the RCWDB Coordinator;
6. Shall oversee the participation of RCWDB members and recommend to the RCWDB those members who should be removed for cause as outlined herein;
7. Fulfill legislative requirements of the WIOA; and
8. Perform other responsibilities as may be designated by the RCWDB.

~~A. Standing Regional Committees~~



~~The standing regional committees as deemed necessary and appropriate by WIOA are committees responsible for assisting the RCWDB in carrying out its functions relative to regional workforce matters to include One-Stop partner services, youth services, and individuals with disabilities services.~~

~~The three standing Regional Committees are:~~

- ~~• Eastern Regional Committee — Indio~~
- ~~• Southwest Regional Committee — Murrieta~~
- ~~• Western Regional Committee — Riverside~~

~~The committees shall be chaired by a member of the RCWDB, may include other RCWDB members and shall include other RCWDB appointees who are not RCWDB members and who have appropriate experience and expertise (WIOA §107(b)(4)). A staff member of the Administrative Entity will be assigned to work with the committees. The committees shall report on their activities to the RCWDB on a regular basis.~~

V. STAFF, OFFICE, AND BUDGET

- A. The following Workforce Development Division Economic Development Agency (EDAWDD), herein referred to as the Administrative Entity) RCWDB positions will be designated as staff to the RCWDB:
1. RCWDB Executive Director
 2. RCWDB Deputy Director
 3. EDA-WDD Principal Development Specialist
 4. EDA-WDD Supervising~~Senior~~ Development Specialist
 5. RCWDB Coordinator
 6. Secretary to the RCWDB
- B. The Administrative Entity shall establish the staff positions for the RCWDB, designating such positions as it may deem appropriate. The Administrative Entity may solicit applications for employment and hire and employ persons to fill such positions in accordance with the established personnel procedures of the County.
- C. The Assistant Director of County EDA-WDD also known as the RCWDB Executive Director, shall direct said RCWDB staff and office support, in accordance with the personnel policies and procedures of County, shall select and hire said staff, the members of which shall be employees of the County.
- D. The Administrative Entity shall annually adopt an operational budget that shall provide for the necessary staff, office and material support for grant administration and program support.



- E. Such operational budget shall provide the necessary staff, office and material support determined by the Administrative Entity and the RCWDB to be necessary for the proper and effective discharge of the RCWDB functions and duties as contained herein.

VI. OPERATIONAL PROCEDURES

A. RCWDB as a Public Entity

The County is a public entity created and existing under California law, and the RCWDB shall, therefore, operate as a public body, consistent with the laws of the State of California which govern public meetings and State conflict of interest laws, and specifically including the provisions of the Ralph M. Brown Act, Government Code §54950 et seq.

B. Meeting Schedules of Actions

The RCWDB shall meet not less than two times a year at such place as the Chairperson may designate on the date set by resolution for the transaction of such business as may properly come before the meeting. All meetings of the RCWDB, the RCWDB Executive Committee, and ad hoc committees, including and without limitations, regular, adjourned regular and special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act, California Code §54960 et seq., as amended.

C. Quorum for the RCWDB

Fifty-one percent (51%) of the existing RCWDB members and RCWDB Executive Committee (not including vacancies) shall constitute a quorum for transaction of business and action may be taken provided such quorum is preserved; provided however, a member with a conflict of interest in connection with a matter before the RCWDB must leave the room while that matter is being discussed, heard or acted upon, and that member cannot be counted toward the quorum for that matter.

D. The Administration of Grants and Funds

The administration of all grants or other funds awarded to the County shall be the responsibility of the County, whose responsibility shall include expressing grant interest and submission of grant applications, preparation and submittal of grant documents, receipt of funds or awards, dispersal of funds, auditing of funds, audit resolutions, reporting, monitoring, evaluating and the closing out of programs.



E. Reimbursement of Expenses

RCWDB members shall be entitled to mileage reimbursement to and from all RCWDB activities, and for all other reasonable expenses incurred while on RCWDB business. Said reimbursement shall be in the form and manner of reimbursement provided to County department heads.

F. Sunshine Provision

The local board shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the local board. (WIOA §107(e)).

VII. CERTIFICATE OF SECRETARY

I certify that I am the duly appointed and acting Secretary of the Riverside County Workforce Development Board and that the above Bylaws, consisting of ## pages, are the Bylaws of the Riverside County Workforce Development Board as adopted by the Board on month day, 2021 and further approved by the Riverside County Board of Supervisors on month day, 2021, and that they have not been amended or modified since that date.

Executed on month day, 2021 at Riverside, California.

By: _____
Name here, Secretary



Inland Empire Regional Planning Unit (IERPU) Steering Committee

Background In 2016, California Workforce Development Board (CWDB) designated Regional Planning Units comprised of Local Workforce Development Boards for the purpose of implementing regional activities under WIOA. The IERPU includes the San Bernardino County Workforce Development Board (SBCWDB) and the Riverside County Workforce Development Board (RCWDB). In Program 2017, the IERPU applied and was awarded funds for regional plan activities. The IERPU Steering committee was developed to meet the IERPU’s goal of regional alignment; develop regional decision making strategies with a regional governance model.

Purpose The purpose of the IERPU Steering Committee is to assess accomplishments and effectiveness of the Regional Plan. The IERPU Steering Committee’s purpose aligns with the State’s Policy Strategies:

- Organize Regionally,
- Integrate Services and Braiding Resources, and
- Build Cross-System Capacity

IERPU Steering Committee Members Members of the IERPU Steering Committee will consist of the elected board members of both San Bernardino County and Riverside County Workforce Development.

- Chairperson
- Vice – Chairperson
- Adhoc Member (selected by Chairperson)

The IERPU Steering Committee will be supported by both County’s designated Regional Project staff members.

Inland Empire Regional Planning Unit Vision The Workforce Development vision for the Inland Empire is a reinvented regional system that engages businesses and industry in identifying high quality jobs and designing training programs to prepare a competitive workforce. The IERPU partners will prepare the workforce by ensuring that services address barriers to employment and promote educational attainment to create pathways from dependency to prosperity.

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Inland Empire Regional Planning Unit (IERPU) Steering Committee, Continued

IERPU Steering Committee Duties

The IERPU Steering Committee duties include:

- Provide Regional Governance structure for streamlined decision-making and process implementation.
 - Support County staff in the role of the Regional Organizers.
 - Adopt Policies that will allow for execution of the Regional Plan.
 - Offer recommendations to Regional Organizers regarding identified or needed regional activities/actions.
 - Participate in appropriate Regional activities.
 - Provide specialized expertise regarding Workforce Development activities within the region.
 - Meet at least semi-annually or more frequently if determined necessary by the Regional Organizers.
 - Review and provide feedback on Industry Sector Consultant Services, including but not limited to;
 - Proposal(s),
 - Scope of Work, and
 - Desired Regional Plan activities outcomes.
-

Meetings & Agenda

San Bernardino and Riverside County Workforce Development staff will alternate performing host responsibilities. Duties include the following:

- Determine meeting date/time based on committee members availability.
 - Reserve meeting place or provide virtual meeting link (Zoom, Teams, etc.).
 - Create the Agenda with agenda topics (consistent with regional strategizing around industry engagement, work based learning strategies, and partnerships), with the required Brown Act information.
 - Post agenda in accordance with the Brown Act.
 - Provide staff to take meeting minutes and distribute prior to next scheduled meeting.
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Riverside County Workforce Development Board's Proposed 2022 Meeting Calendar

JANUARY				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

FEBRUARY				
M	T	W	T	F
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14	15	16	17	18
21	22	23	24	25
28				

MARCH				
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28	29	30	31	

APRIL				
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MAY				
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30	31			

JUNE				
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JULY				
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AUGUST				
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29	30	31		

SEPTEMBER				
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OCTOBER				
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31				

NOVEMBER				
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28	29	30		

DECEMBER				
M	T	W	T	F
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- Riverside County Works 501(c)3 Board of Director Meetings (9:30 am-10:30 am or 10:30am-11:30am)* Time depends on or
- Executive Committee & Workforce Development Board Meetings (Ex Com 10:30 am-11:30 am; WDB 11:30 am-1:00pm)
- Executive Committee (11:30 am-1:00 pm)
- West Ad-Hoc Committee (11:30 am-1:00 pm)
- Southwest Ad-Hoc Committee (11:30 am-1:00 pm)
- East Ad-Hoc Committee (11:30 am-1:00 pm)
- Youth Ad-Hoc Committee (2:00 pm-3:00 pm)



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*Depending on COVID related circumstances, meetings may be held in person, virtually, or both.