

Marin Commission on Aging Brown Act Regulations and Hybrid Meetings

Requirements for Brown Act-governed public meetings include (as excerpted from Assembly Bill No. 2449 and as advised by Marin County Counsel):

Quorums

Quorums must be established with the majority of the Commission or Commission committee members being physically present in the same physical location. Commissioners participating remotely will not count towards quorums.

Public Notification of remote option

The public must be notified of the remote option (e.g., a Zoom link shall be provided on the agenda). Members of the Commission may only participate remotely if the public has been so noticed.

Remote Participation by Commissioners

A member of the Commission/Committee shall only participate in meetings remotely because of emergency circumstances or “just cause.”

1. Emergency circumstances means a physical or family medical emergency that prevents a member from attending in person.
2. Just cause means any of the following:
 - a. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely.
 - b. A contagious illness that prevents a member from attending in person.
 - c. A need related to a physical or mental disability.
 - d. Travel while on official Commission business or another state or local agency.

Remote Attendance Frequency

Commission members may attend 20% of meetings remotely given the circumstances described above. That would be two meetings out of the 11 general Commission meetings and 20% of the meetings of any committee.

Notification to Commission/Committee Chairs and Staff

Commissioners notify the Commission or Committee Chairs, respectively, and County staff with a request to participate in a meeting, giving one of the reasons indicated above. The commissioner shall provide a brief description of the circumstances supporting their need to participate remotely (no medical diagnoses or other personal medical information need be shared). If notice is provided prior to agenda posting, the request for remote participation will appear on the agenda. During the meeting, physically present commissioners will take action (vote) on the request for a commissioner to participate remotely. Before any action is taken, a commissioner participating remotely shall disclose whether any other individuals 18 years of age or older are present with the commissioner and the general nature of the relationship between the commissioner and the individual(s). A commissioner appearing remotely shall participate through both audio and visual technology.

Technological Disruption of Meetings

If technology disrupts the broadcast of a meeting and prevents members of the public from offering comment, the Commission shall take no further action on items appearing on the agenda until public access to the meeting is restored.