

COUNTY OF EL DORADO

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To: Charter Review Committee Members

From: Kim Dawson, Clerk of the Board of Supervisors

Date: March 29, 2023

Re: Board meetings held in Districts

The law provides that a legislative body must set the time and place for their regular meetings by ordinance, resolution, bylaws, or similar formal rule for conducting business. Special meetings are meetings that are held at a time or place other than the time and place established for regular meetings and can be called at any time by the Chair or majority of the legislative body.

The El Dorado County Charter Article II Board of Supervisors Section 205 Setting of Meetings states "The Board of Supervisors shall provide by ordinance for the frequency, manner, and time of holding all regular and special meetings. The Board of Supervisors is encouraged to hold one meeting per calendar year in each supervisorial district."

Over the past ten years, excluding Good Governance and Strategic Planning workshops, the Board has held the following special meetings in locations other than the Board chambers:

Special Joint Meeting with the Placerville City Council and the South Lake Tahoe City Council at the El Dorado County Fair Association and Event Center in Placerville (September 6, 2019).

Special Meeting at South Tahoe Middle School (May 2, 2019).

Special Meeting at Airport Road in South Lake Tahoe (February 1, 2018).

Special Meeting at Pioneer Park Community Center (December 8, 2015).

Special Meeting – Tour of South Lake Tahoe (August 31, 2015).

Special Meeting at the El Dorado Hills Firehouse (March 17, 2015).

Special Meeting at the South Lake Tahoe City Council Chambers (October 28, 2014).

Special Meeting at the South Lake Tahoe City Council Chambers (October 7, 2013, morning session).

Special Meeting with Douglas County Board of Commissioners and the South Lake Tahoe City Council at the Lake Tahoe Resort Hotel (October 7, 2013, afternoon session).

Board meetings are conducted in a hybrid format which allows the public to attend in person or connect remotely. This provides transparency for the public. Hybrid meetings allow people to participate regardless of geographical distance and provides flexibility for the public to participate in a meaningful and interactive manner.

The Board chambers is equipped to accommodate hybrid meetings and has adequate seating for those wanting to participate in person. Before the use of a hybrid meeting format, there was a distinct need for meetings to be held in Districts for constituents to participate. Utilizing a hybrid meeting format, makes the need for District meetings less necessary.

As evidenced by the infrequency of Board meetings being held at sites other than the Board chambers, hybrid format requirements at an off-site location pose the following challenges for staff:

- 1) Locating a facility that is accessible and has the capacity to handle the public wanting to participate in person.
- 2) Audio and video equipment present at the site that can accommodate a hybrid meeting format and the necessary bandwidth is available.
- 3) Staff being familiar with the off-site equipment.
- 4) Requiring other County staff to potentially travel to locations and remain there all day waiting to participate if necessary.

Despite the challenges faced managing an off-site meeting, there may be instances when a Board member feels strongly about conducting a meeting in their District. Recognizing the importance of accommodating this request, the Clerk's office would work with the District to assist in the facilitation and coordination of the meeting.