



## AGENDA ITEM 6A

**MEETING:** July 20, 2022  
**TO:** Humboldt LAFCo Commissioners  
**FROM:** Colette Santsche, Humboldt LAFCo  
**SUBJECT:** **Hybrid Meeting Options for LAFCo Meetings**  
The Commission will consider various hybrid meeting options. This item has been agendized for discussion and potential action.

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### BACKGROUND

Since March 2020, Humboldt LAFCo has conducted its public meetings via Zoom/teleconference, consistent with the Governor's Executive Orders allowing teleconferencing and AB 361, which authorizes teleconferencing without following the non-emergency teleconferencing rules in the Brown Act. The Commission has adopted a resolution at each LAFCo meeting authorizing LAFCo to conduct teleconference meetings.

As some public agencies are returning to in-person meetings, the Commission has opted to remain fully virtual until a hybrid meeting format can be arranged. Hybrid meetings combines virtual teleconference and in-person formats. Under this option, LAFCo staff and some Commissioners would be present for Commission meetings, while other Commissioners would participate remotely via Zoom. Members of the public would be allowed to attend the meeting in person or via Zoom/teleconference and provide comment in either format. Holding hybrid meetings would reduce the possibility of COVID-19 transmission during those meetings by allowing those who are at risk or potentially suffering COVID-19 symptoms to participate in meetings without physically attending.

### DISCUSSION

As directed by the Commission, LAFCo staff has begun assessing meeting room options including the costs and operational/technological aspects of various venues for providing hybrid meetings, including:

- Board Chambers – staff has been in contact with County IT staff and is confirming whether there would be any hourly charge for IT staff support related to setting up or operating the meetings.
- Humboldt Bay Municipal Water District (HBMWD) Meeting Room – The Commission previously used HBMWD's meeting space for several months back in 2016 when the Board Chambers were being renovated. General Manager John Friedenbach recently confirmed that the District allows outside agencies to use their conference room for meetings at no cost. This includes a 7 chair dias and a large conference room table for staff in front of the dias; room capacity is 47. They require an insurance certificate and state in the reservation contract that they reserve the right to cancel any reservation if they need a special board meeting

(which is very rare that they cannot work around a set schedule). They have an Owl video and sound device and indicated they would need to discuss some sort of nominal fee for use of this device.

- City of Eureka – The City of Eureka allows outside agencies to use the council meeting space for no charge. There is room for 7 members on dias, and staff seating for 6. Room capacity is 147.

### **RECOMMENDATION**

Staff recommends the Commission discuss various hybrid meeting options and provide direction to staff as needed.