



BOARD OF SUPERVISORS
CELIA ZAVALA
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES
EXECUTIVE OFFICE
BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • www.bos.lacounty.gov

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

JANICE HAHN

KATHRYN BARGER

March 20, 2020

TO: County Commissions

FROM: Celia Zavala 
Executive Officer

SUBJECT: **COVID-19 Meeting Guidance - Update**

On March 17, 2020, Governor Gavin Newsom issued Executive Order N-29-20 that replaces the Brown Act provisions of the March 12, 2020 Executive Order N-25-20. The new language states that state or local legislative bodies are **not required** to make a physical location available from which the public can observe and make public comment, so long as options to participate telephonically or electronically are provided. Local bodies must still follow noticing requirements and implement a procedure for resolving requests for accommodation from individuals with disabilities. As a reminder, all other Brown Act requirements that were not waived by the Governor still apply.

Based on Executive Order N-29-20, essential meetings that cannot be postponed or cancelled may be set-up as follows: Members of the public can participate in or listen to the meeting or conference via a telephone or webinar. In addition, if it is not practicable for members of the public to address the body during the meeting, you should provide a mechanism for written testimony via e-mail or mail to be accepted prior to the meeting and inform the public that any information submitted will become part of the official record.

You should also add language to your agenda or announcement expressly stating how the public can participate with a phone number and an address where public comment can be mailed or emailed.

For up-to-date information on closures and information on County department's visit <https://lacounty.gov/covid19>. Should you have any questions, you may contact Twila P. Kerr of my staff at (213) 974-1431.