

## SOLANO COMMUNITY COLLEGE DISTRICT

### NOTIFICATION OF ABSENCE OR REQUEST TO PARTICIPATE IN BOARD MEETINGS REMOTELY

1018

#### **POLICY:**

#### NOTIFICATION OF ABSENCE

Each Board member shall notify the President or Secretary of the Board when a member shall be absent from a Board meeting. Such notification shall be given as far in advance of the meeting as is possible. The Board President shall determine if the absence complies with conditions stated in Board Policy 1014.

#### REQUEST TO PARTICIPATE REMOTELY

In accordance with AB 2449 (2022), a member of the legislative body may request to participate remotely if one of the following are met:

1. the member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for "just cause" (as defined by AB 2449), including a general description of the circumstances relating to their need to appear remotely at the given meeting; or
2. the member requests the legislative body to allow them to participate in the meeting remotely due to "emergency circumstances" and the legislative body takes action to approve the request.
3. The legislative body must request a general description (generally not exceeding 20 words) of the circumstances relating to their need to appear remotely at the given meeting.

The bill defines "just cause" and "emergency circumstances" for the purposes of teleconferencing. "Just cause" is limited to one or more of the following:

- (i) a childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely;
- (ii) a contagious illness that prevents a member from attending in person;
- (iii) a need related to a physical or mental disability as defined by statute; or
- (iv) travel while on official business of the legislative

body or another state or local agency. "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

AB 2449's teleconference procedures may not be used by a member of the legislative body to teleconference for a period of more than three consecutive months or 20% of the regular meetings within a calendar year, or more than two meetings if the legislative body meets fewer than 10 times per calendar year.

Members participating remotely must do so through both audio and visual technology and must publicly disclose whether any individual over the age of 18 is present at the remote location with the member.

**REFERENCES/**

**AUTHORITY:** Solano Community College District Governing Board

**ADOPTED:** March 18, 1987

**REVISED:** June 6, 2007; April 19, 2023

**REVIEWED:** June 2, 2010; March 1, 2017; September 21, 2022