




**CONTRA COSTA
MENTAL HEALTH COMMISSION**

**CONTRA COSTA
MENTAL HEALTH
COMMISSION**

1340 Arnold Drive, Suite 200
Martinez, CA 94553

Ph (925) 313-9553
Fax (925) 957-5156

cchealth.org/mentalhealth/mhc

Current (2023) Members of the Contra Costa County Mental Health Commission

Laura Griffin, District V (Chair); VACANT (Vice Chair); Ken Carlson, BOS Representative, District IV;
Skyelar Cribbs, District III; Gerthy Loveday Cohen, District III; Leslie May, District V; Joe Metro, District V; Tavane Payne, District IV,
Pamela Perls; District II, Barbara Serwin, District II, Rhiannon Shires Psy.D., District II; Geri Stern, District I; Gina Swirsding, District I;
(VACANT) Alternate BOS Representative for District _

Mental Health Commission (MHC)

Wednesday, April 5th, 2023, ◇ 4:30 pm - 6:30 pm

This Meeting will be held in person and via Zoom ‘Hybrid’

VIA: Zoom Teleconference: <https://zoom.us/j/5437776481>

Meeting number: 543 777 6481

Join by phone: 1 669 900 6833 US

Access code: 543 777 6481

In Person: 1025 Escobar Street, Martinez, CA 94553

AGENDA

- I. Call to Order/Introductions (10 minutes)**
- II. Chair Comments/Announcements (5 minutes)**
 - i. Review of Meeting Protocol:**
 - No Interruptions
 - Limit comments to two (2) minutes
 - Stay on topic
 - Wait to be acknowledged by the Chair before commenting
 - No sidebars
 - ii. Meeting attendance rules: Please RSVP as soon as possible to guarantee a quorum; If not attending in person must be “just cause” notify the chair ASAP or “Emergency Circumstance” request must be submitted in writing and voted on by the commission. All absences must be noted in minutes for all meetings**
 - iii. Reminder all commissioners required to take the Brown Act Training (<https://www.contracosta.ca.gov/7632/Training-Resources>); and Ethics Training (<https://www.fppc.ca.gov/learn/public-officials-and-employees-rules-/ethics-training.html>)**
- III. Public Comments (2 minutes per person max.)**
- IV. Commissioner Comments (2 minutes per Commissioner max.)**
- V. APPROVE March 1st, 2023 Meeting Minutes (5 minutes)**
- VI. VOTE on Mental Health Commission (MHC) Vice-Chair and Executive Committee member replacement (10 minutes)**

(Agenda Continued on Page Two)



The Contra Costa County Mental Health Commission is appointed by the Board of Supervisors to advise them on all matters related to the county's mental health system, in accordance with mandates set forth in the California State Welfare & Institutions Code, Sections 5604 (a)(1)-5605.5. Any comments or recommendations made by the Mental Health Commission or its individual members do not represent the official position of the county or any of its officers. The Commission is pleased to make special accommodations, if needed, please call ahead at (925) 313-9553 to arrange.

Mental Health Commission (MHC) Agenda (Page Two)

Wednesday, April 5th, 2023 ◊ 4:30 pm - 6:30 pm

- VII. RECEIVE Presentation – A³ Crisis Response: Anyone , Anywhere, Anytime – Chad Pierce, PsyD, Chief of Behavioral Health Crisis Services (A³) and Amanda Dold, LMFT, Mental Health Program Chief of Crisis Services (A³) (20 minutes)**
- VIII. RECEIVE Presentation: Teen Esteem: Empowering Students for Life, Kellie Elliott, Chief Executive Officer, Teen Esteem (20 minutes)**
- IX. RECEIVE Report Out: Alcohol and Other Drugs (AOD) Liasion, Cmsr. Rhiannon Shires, PsyD (5 minutes)**
- X. UPDATE on 2023 MHC Site Visits/Collaboration with MHSA (Mental Health Services Act) (10 minutes)**
- XI. DISCUSS Plans for May is Mental Health Awareness Month (10 minutes)**
- XII. RECEIVE Behavioral Health Services Director's report, Dr. Suzanne Tavano (20 minutes)**
 - Update on Behavioral Health Continuum Infrastructure Program (BHCIP)
 - Update on the Behavioral Health Bridge Housing Program (BHBHP)
 - Update on Children’s separate Crisis Services Unit and PES Renovation
- XIII. Adjourn**

ATTACHMENTS:

- A. Replacement Officer Slate for Vice Chair and Executive Committee member vote**
- B. Teleconferencing Options, Ofc of the County Counsel Summary dated 02/01/2023**
- C. CALBHB/C Remote Requirements & Allowances 02.14.2023**



Mental Health Commission Meeting

Wednesday, April 5, 2023

VACANCY NOMINATION SLATE

Commissioner Resignation Replacement Vote

Vice-Chair Nominee

- **Commissioner Leslie May**

Executive Committee Member Nominees

- **Commissioner Tavane Payne**
- **Commissioner Gina Swirsding**

Office of the County Counsel
1025 Escobar Street, 3rd Floor
Martinez, CA 94553

Contra Costa County
Phone: (925) 655-2200
Fax: (925) 655-2263

Date: February 1, 2023

To: Board of Supervisors

From: Thomas L. Geiger, Chief Assistant County Counsel 

Re: **Teleconferencing Options Under the Brown Act for Members of County Boards, Commissions, and Committees**

SUMMARY

Members of the Board of Supervisors may continue attending meetings remotely until the current statewide state of emergency ends on February 28, 2023. Once the state of emergency ends, Board members may participate in meetings remotely under new Brown Act teleconferencing rules that allow Board members to attend remotely for limited reasons and a limited number of times per year. Specifically, these new rules allow individual members of the Board to participate in Board meetings by teleconference for “just cause” reasons or due to “emergency circumstances” when certain legal requirements are met. Board members may also participate in meetings remotely under the traditional Brown Act teleconference option. This option allows individual Board members to participate in meetings by teleconference if the location from where they are participating is listed on the agenda and other legal requirements are met.

In addition to applying to the Board of Supervisors, the new teleconferencing rules and the traditional teleconferencing option apply to all County boards, commissions, and committees that are subject to the Brown Act. These County boards, commissions, and committees are considered “legislative bodies” under the Brown Act and include, in addition to the Board of Supervisors: (1) committees created by statute; (2) committees created by formal action of the Board of Supervisors, whether composed of lay persons or a combination of lay persons and Board members; (3) standing committees, composed solely of members of the Board, that have a continuing subject matter jurisdiction (for example, the Board’s Internal Operations committee); and (4) standing committees created by a Board-appointed committee and composed solely of members of that body (for example, a subcommittee of the Mental Health Commission). Once the state of emergency ends on February 28, all members of County legislative bodies will be required to meet in person unless they attend remotely under the new or traditional Brown Act teleconferencing rules.

The Board of Supervisors previously directed that meetings of County legislative bodies provide for remote attendance by the public. These “hybrid” meetings, which allow in-person and remote attendance, may continue unless the Board of Supervisors directs otherwise, but as discussed below, some form of remote public participation must be in place for members of legislative bodies to use the new “just cause” or “emergency circumstances” options.

TELECONFERENCING OPTIONS AVAILABLE TO ALL COUNTY BOARDS, COMMISSIONS, AND COMMITTEES

1. Teleconferencing Is Allowed Under the Brown Act for “Just Cause” Reasons or Under “Emergency Circumstances”

Assembly Bill 2449 amended the Brown Act (Government Code sections 54950-54963) to provide an alternative to the traditional Brown Act teleconferencing rules. Specifically, AB 2449 amended Government Code section 54953 to permit individual members of a County legislative body to participate in meetings by teleconference for “just cause” or due to “emergency circumstances” when certain legal requirements are met. (Gov. Code, § 53953(f).)

Teleconference Participation for Just Cause. If a member of a County legislative body wishes to attend a meeting remotely for “just cause,” the member must notify the County legislative body at the earliest opportunity, up to and including the start of a regular meeting, of the need to participate remotely. The member must provide a general description of one of the following “just cause” circumstances:

- There is a childcare or caregiving need for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner.
- A contagious illness that prevents the member from attending in person.
- A need related to a physical or mental disability that is not otherwise accommodated for.
- Travel while on official business of the County legislative body or another state or local agency.

Teleconference Participation for Emergency Circumstances. If a member of a County legislative body wishes to attend a meeting remotely due to “emergency circumstances,” the member must provide a general description of the need to appear remotely, which need not exceed 20 words or include any personal medical information. The member must make the request to participate remotely as soon as possible. “Emergency circumstances” means a physical or family medical emergency that prevents a member from attending in person.

Legislative Body Action Requirements. The County legislative body need not take action to allow a member to attend remotely for “just cause.” To allow a member to attend remotely for “emergency circumstances,” the County legislative body must take action on the request at the meeting. If there is insufficient time to include the item on a posted agenda, the County legislative body may take action on the request at the beginning of the meeting. Approval for the member to participate remotely based on the “emergency circumstances” exception must be by majority vote. The member requesting the remote appearance may not vote on the request or be counted as part of the quorum until the legislative body approved the “emergency circumstances” exception.

Participation Requirements. A member appearing by teleconference under one of the AB 2449 options must participate in the meeting through both audio and visual technology.

Disclosure Requirements. A member appearing by teleconference under an AB 2449 option must publicly disclose at the meeting whether any other individuals 18 years or older are in the room at the remote location with the member and must publicly disclose the general nature

of the member's relationship with these individuals. This disclosure must occur before any action is taken.

Quorum Required. If a teleconference meeting is conducted with a member participating under an AB 2449 option, at least a quorum of the County legislative body must participate in person, and the quorum must meet in a single, physical location identified on the agenda that is open to the public and situated within the County.

Limitations on Number of Remote Appearances. A member may not use a "just cause" reason to appear remotely for more than two meetings per calendar year. In total, a member may not participate remotely under an AB 2449 option for more than three consecutive months or 20 percent of the regular meetings of the County legislative body within the calendar year, or for more than two meetings if the body regularly meets less than 10 times per year.

Roll Call. All votes taken during a teleconference meeting conducted under this option must be by roll call.

Technological and Access Requirements. If a member participates remotely under an AB 2449 option, the County legislative body must also provide either a two-way audiovisual platform, or a two-way telephonic service and a live webcasting of the meeting, so that the public may remotely hear and visually observe the meeting, and remotely address the legislative body.

The body must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment. The agenda must include an opportunity for all persons to attend and address the legislative body via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency's control prevents members of the public from commenting using the phone or internet service, the legislative body may not take any action at the meeting until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be subject to legal challenge.

When a member appears remotely for a just cause or emergency circumstances reason, the Brown Act does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location.

The body may not require public comments to be submitted in advance of the meeting and must allow the public to address the body and comment in real time.

An individual may be required to register for public comment before being allowed to provide comment, where the body uses a third-party platform (like Zoom) for the meeting.

The Brown Act rules allowing "just cause" or "emergency circumstances" participation remain in effect through 2025. Beginning January 1, 2026, only the traditional Brown Act teleconference rules will be available (unless further legislation is adopted in the meantime).

2. Teleconferencing Under Traditional Brown Act Rules

Members of County legislative bodies also may continue to participate remotely under the traditional Brown Act teleconferencing rules in Government Code section 54953(b). Under these rules:

- At least a quorum of the legislative body must participate from locations in the County.
- Each telephone conference location and the meeting location must be shown on the agenda for the meeting. In addition, the agenda must provide an opportunity for members of the public to give public comment from each teleconference location.
- In addition to the usual agenda-posting agenda locations and the County website, an agenda must be posted at each teleconference location at least 96 hours in advance of the meeting under the County's Better Government Ordinance, or at least 24 in advance for a special meeting.
- Each teleconference location must be open and accessible to members of the public.
- All votes taken during a teleconference meeting must be by roll call.

TLG:

Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
Applicable Timeframe	<ul style="list-style-type: none"> ▪ Available until the state of emergency ends, currently scheduled for February 28, 2023. In no event may the AB 361 rules continue past December 31, 2023. 	<ul style="list-style-type: none"> ▪ Available beginning <u>January 1, 2023</u>, and ending <u>December 31, 2025</u>. 	<ul style="list-style-type: none"> ▪ Available anytime.
Who May Appear Remotely and Quorum Requirements	<ul style="list-style-type: none"> ▪ Any or all board members. 	<ul style="list-style-type: none"> ▪ Individual board members if: <ol style="list-style-type: none"> (1) a quorum of the members participates in person; and (2) the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency’s jurisdiction. 	<ul style="list-style-type: none"> ▪ Individual board members, if at least a quorum of the members of the body participate from locations within the jurisdictional boundaries of the body.
Bases for Remote Appearance	<ul style="list-style-type: none"> ▪ Must be a proclaimed state of emergency; and either: <ol style="list-style-type: none"> (1) State or local officials have imposed or recommended measures to promote social distancing; (2) The body is holding a meeting to determine if meeting in person would present imminent risks to the health or safety of attendees; or (3) The body finds that meeting in person would present imminent risks to the health or safety of attendees. 	<ul style="list-style-type: none"> ▪ A member may appear remotely for “Just Cause” or “Emergency Circumstances”: <ul style="list-style-type: none"> ▶ “Just cause” is any of the following: <ol style="list-style-type: none"> (1) A need to care for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner; (2) A contagious illness that prevents a member from attending in person; (3) A need related to a physical or mental disability that is not otherwise accommodated for; or (4) Travel while on official business of the body or another state or local agency. ▶ “Emergency circumstances” is a physical or family medical emergency that prevents a member from attending in person. 	<ul style="list-style-type: none"> ▪ Applies when a board member is unable to attend in person.

Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
<p>Notification and Approval Requirements</p>	<ul style="list-style-type: none"> ▪ The body must reconsider the circumstances of the state of emergency every 30 days and find that the emergency continues to exist and either: <ol style="list-style-type: none"> (1) it continues to directly impact the ability of officials and members of the public to meet safely in person; or (2) state or local officials continue to impose or recommend measures to promote social distancing. 	<ul style="list-style-type: none"> ▪ To attend remotely for: <ul style="list-style-type: none"> ▶ “Just Cause” <ul style="list-style-type: none"> ▪ The member must notify the body at the earliest possible opportunity, including at the start of a regular meeting, of the need to participate remotely. ▪ The member must provide a general description of the circumstances necessitating the remote appearance. ▪ The body need not take action in response. ▶ “Emergency Circumstances” <ul style="list-style-type: none"> ▪ The member’s request to appear remotely must include a general description of the need to appear remotely, which need not exceed 20 words, and need not include any personal medical information. ▪ The member must make the request to participate remotely as soon as possible and must make a separate request for each meeting. ▪ The body must take action on the request at a public meeting. ▪ If there is insufficient time to include the item on a posted agenda, the body may take action at the beginning of the meeting. ▪ Approval must be by majority vote. 	<ul style="list-style-type: none"> ▪ No additional requirements.

Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
Agenda and Public Access and Comment Requirements	<ul style="list-style-type: none"> ▪ The notice and agenda are required to state the means by which the public may access the meeting and provide public comment. ▪ The agenda does not need to be posted at each teleconference location or identify each teleconference location. ▪ The body is not required to provide a physical location from which the public may attend or comment. ▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time. ▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting. 	<ul style="list-style-type: none"> ▪ Must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment. ▪ The agenda must include an opportunity for all persons to attend and address the body via a call-in option, an internet-based service option, and at the in-person location. ▪ The law does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location. ▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time. ▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting. 	<ul style="list-style-type: none"> ▪ The teleconference location must be open to the public. ▪ The agenda must be posted at all meeting locations, including the teleconference location. ▪ The agenda must identify all meeting locations, including the teleconference location. ▪ The agenda must provide for public comment at all meeting locations, including the teleconference location.
Voting Requirements	<ul style="list-style-type: none"> ▪ Members must vote by roll call. 	<ul style="list-style-type: none"> ▪ Members must vote by roll call. 	<ul style="list-style-type: none"> ▪ Members must vote by roll call.

Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
Technological Requirements	<ul style="list-style-type: none"> ▪ Members of the public must be able to attend via a call-in option or an internet-based service option. 	<ul style="list-style-type: none"> ▪ The public must be able to remotely hear and visually observe the meeting, and remotely address the body. Thus, the body must provide either: <ol style="list-style-type: none"> (1) a two-way audiovisual platform; or (2) a two-way telephonic service and a live webcasting of the meeting. 	
Other Requirements	<ul style="list-style-type: none"> ▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency’s control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1. 	<ul style="list-style-type: none"> ▪ If a member participates remotely, the member must also: <ol style="list-style-type: none"> (1) Publicly disclose at the meeting before any action is taken, whether any other individuals 18 years or older are in the room at the remote location with the member and the general nature of the member’s relationship with such individuals; and (2) Participate through both audio and visual technology. ▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency’s control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption 	

Teleconference Meeting Participation Options

	AB 361- State of Emergency Teleconferencing (Gov. Code, §54953(e).)	AB 2449 Just Cause/Emergency Circumstances Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.)	Traditional Teleconferencing (Gov. Code, § 54953(b).)
		<p>that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1.</p> <ul style="list-style-type: none"> ▪ The body must have and implement a procedure for receiving and quickly resolving reasonable accommodation requests for individuals with disabilities. Any doubt should be resolved in favor of accessibility. 	
Limitations on Frequency of Remote Appearances	<ul style="list-style-type: none"> ▪ None. 	<ul style="list-style-type: none"> ▪ A member may participate remotely for “just cause” no more than two times per calendar year. ▪ A member may not participate remotely for more than three consecutive months or 20 percent of the regular meetings for the local agency within the calendar year, or more than two meetings if the body regularly meets less than 10 times per year. 	<ul style="list-style-type: none"> ▪ None.

[EXTERNAL] Important Notes: Remote Requirements & Allowances (Suggested Agenda Text) for local Boards/Commissions

CAL BHBC <cal@calbhbc.com>

Tue 2/14/2023 1:48 PM

To: Angela Beck <Angela.Beck@cchealth.org>

This Message Is From an External Sender

This message came from outside your organization.

Since Brown Act public emergency allowances related to COVID-19 end in California on February 28th, teleconferencing allowances (related to posting members' physical locations on agendas) also end.

Please note the following requirements and allowances.

I. Teleconference Requirements (when there are no public emergency or other allowances)

1. Agendas must be posted at all teleconference physical locations
2. Each teleconference location must be listed on the meeting notice and agenda
3. Each teleconference location must be accessible to the public, allowing for public comment.
4. Quorum within county: At least a quorum of the members must participate from locations within the county (or jurisdiction)
5. Votes by Roll Call: All votes must be by roll call
6. Allowances have additional requirements (see below)

II. Allowances related to "Just Cause" or "Member Emergency"

Suggested Agenda & Agenda Addendum Text:

At the beginning of the agenda:

[Name of Board/Commission] may take action at the beginning of the meeting regarding requests for "Just Cause" or "Emergency" allowances provided that related Brown Act guidelines are met. (Guidelines are listed on the last page of this agenda.)

At the end of the agenda:

Brown Act "Just Cause" or "Member Emergency" Allowance Guidelines:

Requirements: A local board/commission member may participate remotely without posting their physical location on the agenda if all of the following requirements are met:

1. Quorum at Physical Location - At least a quorum of the members of the board/commission participate in person from a singular physical location clearly identified in the agenda.
2. Public Access - (Both Remote and In-Person) The public may access the meeting through:
 - o A two-way audiovisual platform or
 - o A two-way telephonic service and a live webcasting of the meeting
 - o In-Person Public Access to the physical location.

Circumstances: One of the following circumstances applies:

1. **“Just Cause”** - 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, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year. **or**
2. **“Emergency Circumstances”** - The member requests to participate in the meeting remotely due to emergency circumstances and the board/commission takes action to approve the request. The board/commission shall request a general description of the circumstances relating to the member’s need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information.

Procedures:

1. Member Request - A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.
2. Board/Commission Response - The board/commission may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting.
3. Disclosure - The member shall publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member’s relationship with any such individuals.
4. BOTH Audio & Visual Participation - The member shall participate through both audio and visual technology.
5. Limits to Remote Participation - The provisions of this subdivision [of the Brown Act] shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

DEFINITIONS:

“Emergency circumstances”: A physical or family medical emergency that prevents a member from attending in person.

“Just cause” means any of the following:

1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely.
2. A contagious illness that prevents a member from attending in person.
3. A need related to a physical or mental disability.
4. Travel while on official business of the legislative body or another state or local agency.

For additional information, see pages 4+ of the Brown Act Guide: calbhbc.org/brown-act
[\[calbhbc.org\]](http://calbhbc.org)