



EVG-h Workgroup 2.0 Meeting Agenda
Protocols and Procedures Subgroup
Monday, June 13th, 2022
11:30 AM - 1:00 PM

<https://us02web.zoom.us/meeting/register/tZUsdeCtqT4sHnHmxRA9vswb3BfKa9GtBiAe>

Attendees: Jamie York, Kyle Stone, Angie Aramayo, Jannine Mancilla, Melanie Labrecque, Phyllis Ling, Suzanne Lewis, Josh Nadel, Hayley Geiger

Co-Chairs: Doug Epperhart, Glenn Baily

Staff: Raquel Beltran

Facilitator: Freddy Cupen-Ames

I. Review

A. Ground Rules

B. EVG-h Subgroup Protocols and Procedures - Scope of Work

C. Meeting Norms and Agenda Agreement

II. Protocols Discussion Items

A. Covid – vaccination status, PPE, social distancing

- Melanie and Adriana Consolidated their two docs for Health & Safety Protocols

Important Notes from her doc:

- COVID test before the meeting.
- Limit meeting attendance if the venue is small (20 people max)
- Table at the entrance for sanitization.
- Distance between chairs.
- Masks are strongly recommended but not mandated.
- Ventilation (fans, air purifiers, or DIY air purifiers)
- Food & water at the meeting needs to be sealed by the vendor (individually packed)
- The mic should be sanitized after each use.

- Josh recommended Melanie add more detail so that all the specific info is on the doc and there is no confusion.
- Glenn suggested more specific language and wherever there's a resource a link should be attached.
- Melanie said that CDC guidelines and LA mandates will flux, and protocols are being set up for the current situation. She recommends that protocols be changed as needed for the future.
- Raquel said that any decisions that we make will also be made by the city.
- Raquel asked that we make a list of policy considerations
- Glenn asked that we get some direction from the city attorney so we can incorporate it into the final report. He also mentioned that the city has EVG protocols, and he wants a clear understanding of their expectations.
- Raquel shed light on what type of support might be needed from a security perspective (NEA, police, security?)
- Doug asked if someone refuses to follow protocols, does the meeting stop, and is the person asked to leave? Raquel said yes.
- Jamie asked if an NC can mandate mask use (beyond the recommendation)
 - Doug said there's a matter of board members (unvaxxed) and if city rules require vaccination or a test, it could get interesting. He said this is a matter that is up to board members.
- Raquel suggests that perhaps we can consider a pilot participant (in order to be eligible, everyone has to be vaxxed and there could be masks)

B. EVG Hybrid Meeting protocols (General & Committee)

- Doug shared his doc:
 - How much of this legislation has been adopted?
 - All meetings which require a brown act notice shall be in person
 - Zoom is optional, if chosen, need to abide by a bunch of rules
 - Remote attendance may have to be explained
 - If remote attendance must use the camera
 - Remote attendance doesn't have to be within the city
 - Notes on the bottom of the doc are the key points

C. Safety Issues

D. Survey from NCs on venues (ADA & Wi-fi at a minimum)

- Melanie says legislators should take a look at:
 - Disclose why participants may need to join remotely, HIPPA violation
 - To only have 3 times to join remotely is an ADA violation
- Doug said it is a concern that there will be board members that never show up in person
- Josh said this looks great, and there will def be a section of recommendations on the final report. He also said that it is not a HIPPA violation if you disclose your own medical

information. In terms of communication, Josh and John are making additional changes. He mentioned committee meetings (which need to be addressed in the protocols list)

- Doug pointed out that the requirement to do EVG would come from policy or City Council.
- Jamie said that the city of LA does not have a high-speed internet process, therefore video should not be required.
- Raquel said that if expectations are not met, the legislator should be deemed illegible for hybrid meetings, as exceptions to the rules violate the brown act.
 - The procedure: who will enforce it? How will the info be taken?
- Josh thinks the video issue needs to be addressed:
 - When voting: on video
 - Rest of the meeting: no video = not counted towards quorum; can still raise a hand and offer input
- Jamie said that the roll-out of the internet is not equal, and those who have limited access cannot have a video on during votes or throughout the meeting.
 - Josh said this is similar to the translation case. The equivalent of this should be to purchase a mobile hotspot (paid for by NC)
- Phyllis said that teleconferencing was allowed if the participant was at the location, she said that secret meetings could take place when cameras are off and no one would know. She believes that hotspots should be included in the budget to avoid this.
- Raquel told us about the way legislation works and said that people can still attend the meeting in person or online, and still be ADA compliant. She encourages looking into internet connectivity in areas that have low internet.
 - Melanie said that if she had medical issues and if covid is at a high, she cannot attend. The consecutive meeting requirements should be reconsidered, as some members are high risk.
 - Raquel said that this should be a concern listed in the Department of Disability protocols and considerations.
- Raquel reminded us that these bills are not built around covid.
- Safety should be considered by LAPD - Doug
 - Security needs are defined differently in various communities - Raquel
 - Josh said we need a different survey to address these issues.
- Jamie said it would be useful to know the previous security incidents and concerns. A good starting point to battle this issue from an informed perspective.
- Glenn brought up a previous altercation and recommended we define the security expectations/recommendations and intent.
- Josh said some NCs may need different types of security (health and physical security)
- Doug questions how much security need may be necessary

E. Brown Act Modifications for Sacramento (AB1944 & AB2449)

- Consecutive meeting rule (3 consecutive meetings remotely)
- Video-on internet issue

F. Meeting types - Hybrid, all in person, & all virtual

III. Assembling the Final Report

- Desired goals
- Obstacles/issues
- Working group timeline/results
- Health, protocols & procedures, and recommendations listed

V. Adjournment

Adjourned at 1:15

GROUND RULES

- **Mute All Electronic Devices – to vibrate if necessary**
- **All speakers will be “stacked” in the order they “raised” their hand**
- **Keep comments concise and “on” subject**
- **Be Honest in Your Comments, however:**
 - **Please Respect Others as They Wish To Be Respected**
 - **Act Professionally**
- **Be Aware of Others**
- **Please Listen Carefully to Others**