

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, APRIL 21, 2026**

MINUTE ORDER NO. 22

**SUBJECT: PROMOTING INCLUSIVE ENGAGEMENT IN BOARD OF SUPERVISORS
MEETINGS: STRATEGIES ALIGNED WITH SENATE BILL (SB) 707
(DISTRICTS: ALL)**

OVERVIEW

On October 3, 2025, Governor Newsom signed Senate Bill (SB) 707 (Durazo), which enacted significant amendments to the Ralph M. Brown Act. The changes aimed to modernize public meeting laws, expand access and participation, and address the evolving use of technology in local governance.

This agenda item provides a summary of the feedback received during the outreach to underrepresented communities, including non-English-speaking populations and civic organizations, to identify opportunities to increase their engagement at Board of Supervisors meetings and recommendations for the Board to consider to improve public engagement.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

Direct the Chief Administrative Officer to implement the options selected by the Board of Supervisors to make reasonable efforts to invite groups that do not traditionally participate in Board of Supervisors meetings to attend those meetings. The proposed options for the Board's consideration are:

1. Combine the Board Meeting agenda into a single document that includes only the item title and recommendation(s). Add hyperlinks directly within the agenda to the Board Letters and supporting documents for easy access to supplemental materials.
2. Develop plain-language guidelines for County staff for agenda item titles; include simplified version unless legally required.
3. Publish step-by-step public participation guides in all threshold languages, including simple instructions for eComment, speaking in person/virtually, and preparing public comment. Include a short printable one-page "How to Participate" sheet in the threshold languages.
4. Produce the Public Service Announcement on Speaking at Board Meetings in multiple languages.
5. Partner with Community Based Organizations (CBOs) to host orientation workshops in multiple languages, allowing residents to practice commenting, learn rules of procedure, and gain confidence before attending a Board meeting.
6. Utilizing technology tools, expand live interpretation services during meetings to include the additional threshold languages, subject to funding availability.

EQUITY IMPACT STATEMENT

The County of San Diego (County) prioritizes transparency and accessibility to improve public understanding of how the County operates and participation in shaping future priorities. These efforts towards accessibility are particularly important to reach those communities that have been previously disconnected from the County civic process. The County continues to ensure that the diverse voices of the community can be heard in an equitable and civilized manner, and as such, can provide input that is vital to a healthy democratic institution.

SUSTAINABILITY IMPACT STATEMENT

The analysis provides options for the Board of Supervisors to enhance stakeholder participation to plan for community engagement and identify meaningful ways to continually seek input to foster inclusive and sustainable communities.

FISCAL IMPACT

Funds for this request are included in the Fiscal Year 2025-26 Operational Plan in the Clerk of the Board of Supervisors. If approved, Recommendations 1-5 would be accomplished with existing staff resources in the Clerk of the Board of Supervisors funded by General Purpose Revenue. If approved, Recommendation 6 would result in ongoing costs and revenue of approximately \$30,000. The funding source for Recommendation 6 would be existing General Purpose Revenue in the Clerk of the Board of Supervisors. There will be no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

N/A

ACTION:

Noting for the record this item was heard on April 22, 2026; ON MOTION of Supervisor Montgomery Steppe, seconded by Supervisor Aguirre, the Board of Supervisors directed the Chief Administrative Officer to implement all proposed options to make reasonable efforts to invite groups that do not traditionally participate in Board of Supervisors meetings to attend those meetings. The options selected by the Board were:

1. Combine the Board Meeting agenda into a single document that includes only the item title and recommendation(s). Add hyperlinks directly within the agenda to the Board Letters and supporting documents for easy access to supplemental materials.
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AYES: Aguirre, Anderson, Lawson-Remer, Montgomery Steppe, Desmond

State of California)
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER
Clerk of the Board of Supervisors



Signed
by Andrew Potter