

**CLERK OF THE BOARD OF SUPERVISORS  
EXHIBIT/DOCUMENT LOG**

**MEETING DATE & AGENDA NO. 04/21/2026 #23**

**STAFF DOCUMENTS (Numerical)**

No.	Presented by:	Description:
1	Staff	26- Page PowerPoint
2		
3		
4		
5		

**PUBLIC DOCUMENTS (Alphabetical)**

No.	Presented by:	Description:
A	N/A	
B		
C		
D		
E		
F		



COUNTY OF  
SAN DIEGO

# Implementing SB 707: Modernizing Public Access, Participation & Meeting Procedures

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Agenda Items 22-24  
April 21, 2026

Andrew Potter  
Clerk of the Board of Supervisors



# Introduction

- Summary of three Board Letters being presented
  - **Item 22:** Promoting Inclusive Engagement in Board of Supervisors Meetings: Strategies Aligned with Senate Bill (SB) 707
  - **Item 23:** Amendments to Board of Supervisors Rules of Procedure to Comply with SB 707 and Update Public Participation Provisions
  - **Item 24:** Consideration of Requests for Boards and Commissions to Conduct Teleconference Meetings
- How these items work together to implement SB 707 across County operations

# Intent of SB 707

## Topic Areas

Amends  
the Ralph  
M. Brown  
Act

Modernize  
public  
meeting  
laws

Expand  
access and  
participation

Support  
equitable  
engagement,  
especially for  
under-  
represented  
communities

Address new  
technology  
and evolving  
civic  
participation  
norms

# Key Requirements of SB 707



1. Remote two-way public participation required for regular meetings
2. Mandates County outreach to underrepresented communities
3. Adopt policies for:
  - Language access improvements, including translated agendas and interpretation at meetings
  - Requires policies for disruptions in remote participation
  - Establishes framework for remote participation for eligible boards and commissions

# Implementing SB 707: Modernizing Public Access, Participation & Meeting Procedures

## How SB 707 Shapes Today's Three Agenda Items

Outreach  
findings to  
improve public  
engagement  
(Item 22)

Meeting  
procedure  
updates to  
comply with  
new statutory  
requirements  
(Item 23)

Teleconference  
authorization  
for eligible  
boards and  
commissions  
(Item 24)

## **22. Promoting Inclusive Engagement in Board of Supervisors Meetings: Strategies Aligned with Senate Bill (SB) 707**

## Purpose of Outreach

- Required under Government Code §54953.4
- Identify barriers for underrepresented groups
- Develop strategies to increase engagement in Board meetings



# What We Did

- Conducted 10 focus groups across 8 threshold languages
- Engaged more than 120 participants
- Youth sector focus group
- Non-English media focus group
- Public online survey with 171 responses

# Key Findings

## of Outreach Efforts



- Low awareness of Board meetings
- Agendas difficult to understand
- Strong desire for step-by-step participation guidance
- Need for expanded language access
- Barriers: work schedules, transportation, confidence/public speaking
- Clear desire for future participation once barriers removed

# Recommendations

The proposed options for the Board’s consideration are:

	Timeline	Cost
1. Combine the agenda into a single simplified document with hyperlinks	Could be implemented for August 18-19 meeting.	No cost.
2. Develop plain-language agenda item title guidelines	Could be implemented for August 18-19 meeting.	No cost.
3. Publish step-by-step participation guides in all threshold languages	Anticipate completion by end of June 2026	Minimal.
4. Produce multilingual Public Service Announcement for how to speak at Board meetings	8-10 weeks	Approximately \$3,000
5. Partner with Community-Based Organizations for workshops	6-12 month timeline	Assessing capacity in existing contracts with CBOs
6. Expand live interpretation to additional threshold languages	Could be implemented in 4-6 months.	Approximately \$30,000/year.

# **23. Amendments to Board of Supervisors Rules of Procedure to Comply with SB 707 and Update Public Participation Provisions**

## Item 23. Amendments to Board of Supervisors Rules of Procedure to Comply with SB 707 and Update Public Participation Provisions

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### **Purpose of the Amendments**

- Align Board Rules with SB 707 mandates
- Update public participation provisions
- Support language access and remote participation standards



# Required SB 707 Compliance Updates

to Board's Rules of Procedure



- Recess rules for remote participation disruptions
  - Roll call requirements to resume meetings
- Language access:
  - Spanish language agendas
  - Interpretation setup and use of observation balcony
- Minor updates reflecting current technology for speaker request processes

# Language Access

Meeting agendas and participation instructions must be translated into any language spoken by 20% or more of the County population with limited English proficiency

## How We're Complying

- Requires use of American Community Survey (ACS) to verify whether a total of 20% or more of the County population speaks English less than very well
- ACS Data for San Diego County:
  - 25% of the population speaks Spanish, with 35.6% of that population speaking English less than “very well.”
  - Requires the Board of Supervisors agendas to be translated into Spanish.

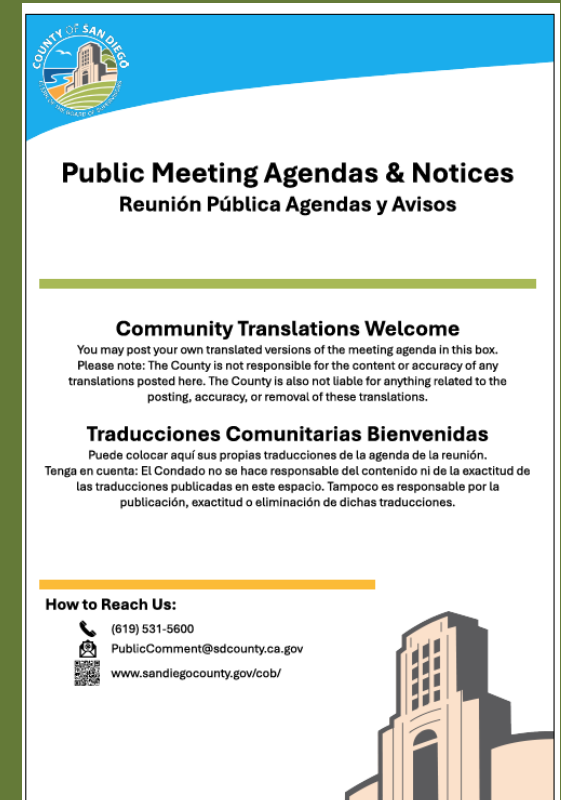
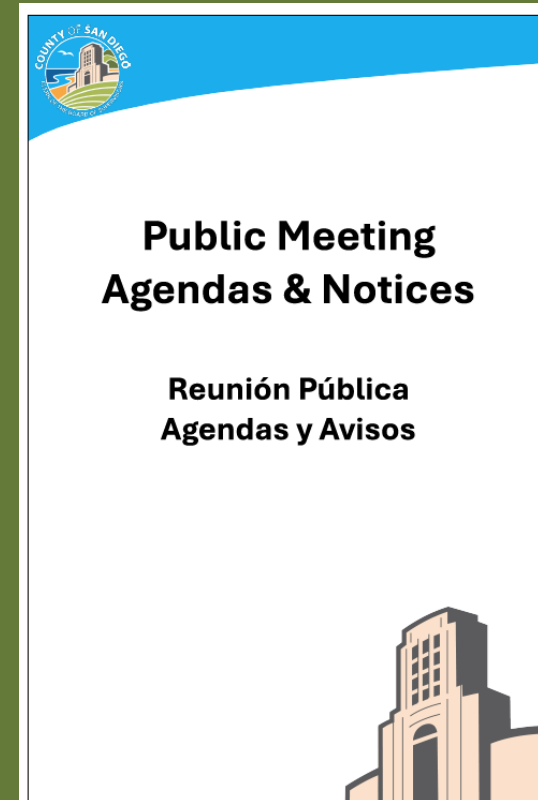


# Language Access

Requires that a physical location be available for the public to post their own translated versions of agendas



# How We're Complying



Posting box available at the South Entrance to the County Administration Center.

# Language Access

Reasonable accommodations must also be provided for personal interpreters.

## How We're Complying

Board of Supervisors meeting agendas include details about space in the Board Chamber's Observation Balcony for those providing or receiving interpretation, supporting the use of personal devices or assistance connecting to interpretation services.

### Language Interpretation Services

The County of San Diego wants everyone to be able to participate in Board meetings—no matter what language they speak. A Spanish interpreter is available at every Board of Supervisors meeting to assist those who wish to speak to the Board in Spanish. If you need interpretation in another language, please request it at least 72 hours before the meeting by calling 619-531-5434 or emailing [PublicComment@sdcounty.ca.gov](mailto:PublicComment@sdcounty.ca.gov).

In addition, the County can provide space in the Board Chamber's Observation Balcony for those providing or receiving interpretation, supporting the use of personal devices like phones or headsets, or help connect you to outside interpretation services for other languages. Please contact the Clerk of the Board in advance so we can make the necessary arrangements. Interpretation must not interrupt the meeting, in accordance with Government Code Section 54957.95.

Tuesday, January 13, 2026

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# Recommendations

Adopt the resolution amending the Board's Rules of Procedure

- Updates to Rule 4 (public participation, remote access, language access)
- Ensure compliance with state law
- Enhance accessibility, transparency, and efficiency

# **24. Consideration of Requests for Boards and Commissions to Conduct Teleconference Meetings**

## Item 24. Consideration of Requests for Boards and Commissions to Conduct Teleconference Meetings

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### **Purpose of the Agenda Item**

- Consider requests from eligible boards, commissions, and committees to conduct teleconference/hybrid meetings
- Ensure each request meets SB 707 eligibility and transparency standards



# SB 707

## Requirements for Board/Commission

to Conduct Hybrid Meetings



- Must be advisory only (no final decision-making authority)
- Must not address sensitive subjects (elections, budgets, police oversight, etc.)
- At least one physical location must remain open to public
- Remote members:
  - Must be visible on camera
  - Must disclose adults in the room when participating
  - May turn off camera only for limited, stated reasons
- Public must be able to observe and participate remotely

# Boards/Commissions Requesting Authorization

to Conduct Hybrid Meetings



- Committee for Persons with Disabilities
- Flood Control District Advisory Commission
- Health Services Advisory Board
- Jess Martin Park Advisory Committee
- County Service Area 81 – Fallbrook Local Parks Advisory Committee
- County Service Area 128 – San Miguel Local Park District Citizen Advisory Board
- County Service Area 138 – Valley Center Park & Recreation Advisory Committee

# Required Findings

To authorize teleconferencing, the Board must find:

1. The circumstances of each body warrant remote meetings
2. Teleconferencing enhances public access
3. Teleconferencing supports recruitment, retention, and diversity of members

# Recommendations

1. Consider the requests
2. Approve those that meet SB 707 criteria
3. Make the required statutory findings
4. Direct staff to return for renewals every six months

# Summary of Key Actions

- **Item 22:** Promoting Inclusive Engagement in Board of Supervisors Meetings: Strategies Aligned with Senate Bill (SB) 707
  - Action: Select the proposed options for consideration and direct the Chief Administrative Officer to implement the options.**
- **Item 23:** Amendments to Board of Supervisors Rules of Procedure to Comply with SB 707 and Update Public Participation Provisions
  - Action: Adopt the resolution to amend the Board's Rules of Procedure.**
- **Item 24:** Consideration of Requests for Boards and Commissions to Conduct Teleconference Meetings
  - Action: Consider the requests from the boards and commissions, and if agreeable, approve the requests and make the findings.**



**Thank You.**