



Santa Nella County Water District

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TELEPHONIC MEETING ATTENDANCE INSTRUCTIONS PER ASSEMBLY BILL (AB) 361

Pursuant to AB 361, relaxed Brown Act teleconference rules for public meetings are extended due to the COVID-19 pandemic. Public agencies may continue to hold telephonic and virtual meetings using the COVID-19 pandemic rules so long as specific emergencies exist. A state of emergency in California still exists.

Due to the high volume of telephonic meetings for many agencies and businesses, the telephonic phone system has become stressed and some attendees have found it difficult to call into meetings that are scheduled at the top or bottom of the hour. Therefore, the meeting line will be opened at 12:45 pm. Attendees are encouraged to call in 10 – 15 minutes before the meeting start time.

To attend the meeting telephonically, follow these directions:

1. Call 1 (833) 257-0102
2. When prompted enter the following conference code: 209-826-0920#
3. To mute your line: *6
To unmute your line: #6

Attending a meeting telephonically can be stressful for some people. Practicing courtesy and following telephonic meeting procedures can help reduce stress and result in a successful meeting:

4. Keep your phone muted until it's your turn to speak.
5. The Board President will lead the meeting and will call on each board member as to each item, whether or not it is an action item. After each board member has had a chance to comment, the Board President will ask if there are any public comments.
6. Have a notebook or scratch paper available to take notes so that you can ask questions or make comments when it's your turn.
7. Please be patient and wait until the Board President asks for comments. State your name slowly and clearly to identify yourself before you make your comment. This will help the clerk that is taking the minutes ensure that all actions and comments are recorded in the minutes.

The District must conduct monthly meetings, even during trying times. Thankfully, we can do that with current technology.

Be safe and stay strong!