

## TELECONFERENCING GUIDELINES FOR PUBLIC PARTICIPATION IN THE COUNTY OF ALAMEDA BOARD OF SUPERVISORS' PROCUREMENT AND CONTRACTING POLICY COMMITTEE MEETING

### In Person Participation Prohibited

Alameda County joined Contra Costa, Marin, San Francisco, San Mateo, and Santa Clara counties and the City of Berkeley in issuing similar health officer orders directing their respective residents to **shelter in place. The initial order became effective, March 17, 2020 and has been extended until rescinded, superseded or amended,** due to the [Coronavirus disease 2019 \(COVID-19\)](#). The orders limit activity, travel and business functions to only those that are essential.

In response to the COVID-19 pandemic, California Governor Gavin Newsom issued Executive Order N-29-20 on March 17, 2020, governing the convening of public meetings. Pursuant to the Executive Order, all members of the County of Alameda Board of Supervisors may participate in their Board meetings without being physically present (via teleconference), and no teleconference locations for the public are required to be provided or noticed in the meeting agenda. The public must be given the opportunity to observe and address the meeting telephonically or otherwise electronically.

### In Person Participation Prohibited


Due to the public health emergency, the County of Alameda has made several changes related to Board of Supervisors' meetings to protect the public's health and prevent the disease from spreading locally. Due to the COVID-19 public health emergency, including the shelter-in-place directives from local and State health officers, **in person participation at Board of Supervisors meetings is limited to essential County of Alameda personnel. The meeting is closed to members of the public and non-essential County personnel. The public may observe and address the Board in the meeting in the following ways.**

#### Remote Viewing/Listening

Members of the public who wish to watch the Board of Supervisors meetings, are encouraged to view the live stream online at <http://acgov.org/board/broadcast.htm>.

#### Public Comment via Teleconference

Members of the public may address the Board of Supervisors regarding matters on the agenda, **or** during the Public Input portion of the meeting on a matter not on the agenda provided the matter is within the Board's subject matter jurisdiction.

- To observe the meeting by video conference, please click on this link to join the webinar:  
<https://zoom.us/j/97539936565>
  - Instructions on how to join a meeting by video conference are available at: [https://support.zoom.us/hc/en-us/articles/201362193- Joining-a-meeting](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-meeting)
  - If you are using a laptop: use the raise your hand button  when you are called to speak unmute your speaker.
- To listen to the meeting by phone, please call the numbers below at the noticed meeting time. For higher quality, dial a number based on your current location.
  - If you are calling in: **dial \*9** to raise your hand to speak. When you are called to speak the host will unmute you to enable you to speak.
  - If you decide not speak, you may hang up and dial back into the meeting or simply notify the Clerk you do not wish to speak when you are unmuted and asked to speak.

#### iPhone one-tap:

US: +16699006833, 91048107633# or +14086380968, 91048107633#

#### Telephone:

Us: +1 669 900 6833 or +1 408 638 0968 or +1 346 248 7799 or +1 646 876 9923 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or 888 475 4499 (Toll Free) or 877 853 5257 (Toll Free)

**Webinar ID: 975 3993 6565**

#### Webinar ID: 975 3993 6565

International numbers available: <https://zoom.us/j/97539936565>

If asked for a participant ID or code, press #. Additional instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663%20-%20Joining-a-meeting-by-phone>

**Written Comment (accepted until 3:00 p.m. on the Friday, prior to the scheduled meeting, unless otherwise noted on the meeting agenda).**

To provide written comment on an item on the agenda or to raise an issue as Public Input, you may send an email to [CBS@acgov.org](mailto:CBS@acgov.org) Please include your name, and either the agenda item number you are addressing, or that your comment falls under Public Input. Copies of all written comments will be provided to the Board Members, and will be added to the official record. **Comments will NOT be read into the record.**

**ADA Accessibility:** If you require a reasonable modification or accommodation for a disability, please email the Clerk of the Board at [CBS@acgov.org](mailto:CBS@acgov.org) or call (510) 208-4949 or (510) 834-6754 (TDD) to request a sign language interpreter, 72 hour notice is required.