

STAFF REPORT

SUBJECT: Committee Training on the Brown Act and Roberts Rules of Order

FROM: Kadri Klm, Senior Paratransit Planner

DATE: July 30, 2025

Action Required

This is an informational item.

Background

The Brown Act and Robert's Rules of Order both relate to public meetings in California.

The Brown Act is California's open meetings law, mandating transparent and public meetings for local government agencies like city councils, school boards, and county boards of supervisors. Its primary goal is to ensure the public's right to attend, participate in, and be informed about the proceedings and decision-making processes of these local legislative bodies.

Robert's Rules of Order is a widely adopted manual of parliamentary procedure that provides a framework for conducting fair and orderly meetings. It outlines guidelines for motions, debates, voting, and amendments, aiming to facilitate discussions and decision-making in a structured and democratic manner.

Discussion

Hanson Bridgett LLP staff will be providing two-part training for TAAC members. The first part will be on the Brown Act and it will be taking place at the TAAC meeting on July 30, 2025, and the second part will be on the Roberts Rules of Order taking place during the TAAC meeting on September 3rd, 2025.

Recommendation

This is an informational item.