

## STEERING COMMITTEE

### Agenda Report

Headquarters  
18480 Bandilier Circle  
Fountain Valley, CA 92708  
(714) 593-7433

---

**File #:** 2026-4774

**Agenda Date:** 1/28/2026

**Agenda Item No:** 6.

---

**FROM:** Robert Thompson, General Manager  
Originator: Jennifer Cabral, Director of Communications

**SUBJECT:**

**UPDATE TO RULES OF PROCEDURE FOR THE CONDUCT OF BUSINESS OF THE ORANGE COUNTY SANITATION DISTRICT**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION:

- A. Approve a Board of Directors Policy to implement new Brown Act amendments regarding meeting disruption procedures pursuant to Senate Bill 707; and
- B. Adopt Resolution No. OC SAN 26-02 entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District establishing Rules of Procedure for the Conduct of Business of the Orange County Sanitation District, and repealing Resolution No. OC SAN 24-09".

**BACKGROUND**

On October 3, 2025, Governor Newsom signed into law Senate Bill 707 (SB 707), which amends the Ralph B. Brown Act Government Code Section with the intent to diversify and increase public engagement during local government meetings of legislative bodies, such as the Orange County Sanitation District (OC San) Board of Directors and Committee meetings.

Among the various new requirements under SB 707, all qualified legislative bodies must now offer hybrid meetings (through a two-way phone or video platform). OC San has been providing hybrid meetings via Microsoft Teams for several years and will continue to do so in the future.

In addition, SB 707 requires the Board of Directors to formally adopt a policy, on or before July 1, 2026, that outlines how to restore hybrid meeting broadcast disruptions that prevent the public from virtually attending and participating in a meeting.

**RELEVANT STANDARDS**

- Ensure the public's money is wisely spent
- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard
- Maintain influential legislative advocacy and a public outreach program

**PROBLEM**

The new requirements of SB 707 require updates to the Board of Directors Resolution establishing Rules of Procedure for the Conduct of Business of OC San.

**PROPOSED SOLUTION**

Staff has updated the Resolution to include various updates and prepared the attached draft Policy (Attachment A) to satisfy this new State requirement. The Policy mirrors the meeting disruption guidelines that are already outlined in SB 707, which requires the legislative body to take a recess and try to restore service for at least one hour. If service cannot be restored within one hour, the legislative body must conduct a roll call vote confirming that good faith efforts were made and the public interest in continuing the meeting outweighs remote access. (Cal. Gov. Code § 54953.4(b)(1).)

Please note that the public would maintain the ability to view Board and Committee meetings live via OC San's livestream on its website, and may also view and participate in person at the meeting location.

The attached draft Policy (Attachment A) outlines the accommodation that will take place if disruptions were to occur. If adopted, the requirements will go into effect immediately.

**TIMING CONCERNS**

The Board of Directors must formally adopt a policy on or before July 1, 2026.

**RAMIFICATIONS OF NOT TAKING ACTION**

OC San would not be in compliance with legislative guidelines in accordance with SB 707.

**PRIOR COMMITTEE/BOARD ACTIONS**

August 2024 - Adopted Resolution No. OC SAN 24-09 entitled: "A Resolution of the Board of Directors of the Orange County Sanitation District establishing Rules of the Procedure for the Conduct of Business of the Orange County Sanitation District, and repealing Resolution No. OC SAN 22-37".

**FINANCIAL CONSIDERATIONS**

N/A

**ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

- Resolution No. OC SAN 26-02 - Redline
- Resolution No. OC SAN 26-02 - Clean