

# AGENDA

## Santa Cruz County Law Library Board of Trustees

January Regular Meeting  
January 18, 2022  
Santa Cruz County Law Library, Room 070  
5:00 pm

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This meeting is being held remotely pursuant to Government Code § 54953(e).  
Interested members of the public are asked to attend by one of the following options:

<https://santacruzcourt-org.zoomgov.com/j/1618140414?pwd=cC9CTGNkbFg2ZlNKWGJKRk4wbWwrZz09>

Meeting ID: 161 814 0414  
Passcode: 473372  
One tap mobile  
+16692161590,,1618140414# US (San Jose)

OR

Dial by your location  
+1 669 216 1590 US (San Jose)  
Meeting ID: 161 814 0414

### 1.0 Meeting and Organization

- 1.1 Establish Quorum
- 1.2 Consider Resolution to Meet Remotely
- 1.3 Approve Agenda

### 2.0 Public Comment

### 3.0 Oral Communication

- 3.1 Welcome New Trustees
- 3.2 Update on In-person services
- 3.3 Librarian's Report

### 4.0 Consent Agenda

- 4.1 Approval of Disbursements for January
- 4.2 Approval of Minutes of December Meeting

### 5.0 Regular Agenda

- 5.1 NONE

### 6.0 Future Meetings

- 6.1 February 15, 2022

## **7.0 Adjourn**

### **Notice to the public:**

The public has the right to comment on any item listed on the regular meeting agenda before or during the consideration of that item. When a member of the public raises an issue, which has not yet come before the board, the item may be discussed but no action may be taken at the meeting.

The meeting facilities are accessible to persons with disabilities. Requests for interpretive services, assistive listening devices or other considerations may be made through the Santa Cruz County Law Library either in person at the address above or by phone at (831) 420-2205, no later than two working days before the meeting.

Materials related to any item on this agenda will be available prior to the meeting at the Law Library during normal business hours.

## Agenda Item 1.2

The Ralph M. Brown Act governing meetings of the legislative bodies of local government agencies allows the use of teleconferencing at meetings if (1) each teleconference location is identified in a public notice of meeting and accompanying agenda and agendas are posted at each location; (2) each teleconference location is publicly accessible and available for public comment; and (3) a quorum of the members of the legislative body participate from locations physically within the jurisdictional boundaries of the agency. Gov. Code § 54953(b)(3).

A recent amendment to the act removes these requirements if the legislative body holds a meeting during a proclaimed state of emergency and

- (1) State or local officials have imposed or recommended measures to promote social distancing;
- (2) The meeting is held for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- (3) The legislative body has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Section 54953(e)(1) (as amended Sept. 16, 2021 by A.B. 361).

The board now must determine by majority vote whether to hold the January regular meeting by teleconference under exception (3).

It must then revisit this determination within 30 days, and every 30 days thereafter, to make the following findings by majority vote:

- (1) The board has reconsidered the circumstances of the state of emergency, and
- (2) Any of the following circumstances exist:
  - (a) The state of emergency continues to directly impact the ability of the members to meet safely in person; or
  - (b) State or local officials continue to impose or recommend measures to promote social distancing.

See § 54953(e)(3). This process can be completed at the board's regular meetings except where more than 30 days elapse between meetings, such as in December and July.

RESOLUTION NO. 2022-01

RESOLUTION OF THE SANTA CRUZ COUNTY LAW LIBRARY AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR THE PERIOD JANUARY 18, 2021 TO FEBRUARY 17, 2022 PURSUANT TO THE RALPH M. BROWN ACT

**WHEREAS**, all meetings of Santa Cruz County Law Library are open and public, as required by the Ralph M. Brown Act (Government Code § 54950 et seq); and

**WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency declaring a state of emergency exists in California due to the threat of COVID-19, pursuant to the California Emergency Services Act (Government Code section 8625); and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the Brown Act, provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (AB 361) that allows a legislative body subject to the Brown Act to continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body make certain findings; and

**WHEREAS**, as amended by AB 361, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and requirements; and

**WHEREAS**, a required condition of Government Code section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons

and property within the state caused by conditions as described in Government Code section 8558(b); and

**WHEREAS**, a further required condition of Government Code section 54953(e) is that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body holds a meeting to determine or has determined by a majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, as of the date of this Resolution, the Proclamation of a State of Emergency remains in effect as neither the Governor nor the state Legislature have exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution the state Legislature; and

**WHEREAS**, the COVID-19 case rates increased 121% in the fourteen days prior to January 7, 2022 in Santa Cruz County as indicated in the Santa Cruz County Public Health Executive Summary released January 7, 2022; and

**WHEREAS**, the Santa Cruz County Law Library has an interest in encouraging public participation in open and public meetings while protecting the health, safety and welfare of those who participate.

**NOW, THEREFORE, BE IT RESOLVED**, by the Santa Cruz County Law Library as follows:

1. **The Legislative Body Has Determined by a Majority Vote that Meeting in person would present imminent risks to the health and safety of attendees.** The Santa Cruz County Law Library hereby finds and proclaims that with the 121% increase in COVID-19 cases within Santa Cruz County over a fourteen day period as reported by the Santa Cruz County Department of Public Health there is an imminent risk to the safety and health of attendees.
2. **Remote Teleconference Meetings.** The Santa Cruz County Law Library is hereby authorized to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, and Staff are directed to take all actions necessary to carry out the intent and purpose of this Resolution.

**January Regular Meeting, 1/18/22 Agenda Items 1.2**

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3. **Effective Date.** This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) February 17, 2022 or (ii) such time the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which it and its legislative bodies may continue to teleconference without compliance with Section 54953(b)(3).

On a motion by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, the foregoing Resolution was passed and adopted by the Board of Trustees of the Santa Cruz County Law Library, State of California this \_\_\_\_\_ day of January, by the following vote, to wit:

AYES:

NOES: ABSENT:

ABSTAIN:

\_\_\_\_\_  
President of the Board of Trustees  
Sacramento County Public Law Library

ATTEST: \_\_\_\_\_  
Secretary, Board of Trustees

**AGENDA ITEM 3.2**

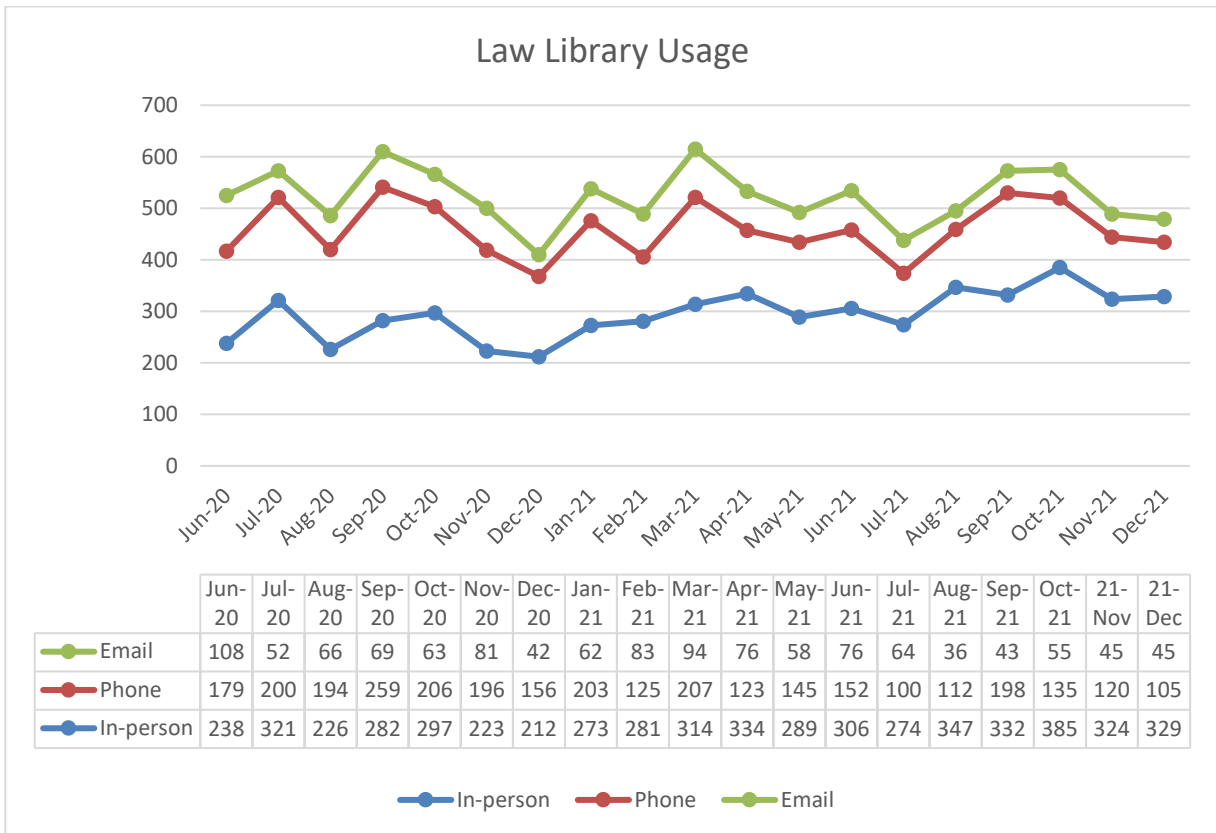
**Law Library Services**

December 2020  
(18 open days)

In-person – 212  
Appointments - 54 of the 212 were appointments  
Phone calls – 156  
Emails - 42

December 2021  
(21 open days)

In-person – 329  
No appointments required  
Phone calls – 105  
Emails – 45



**AGENDA ITEM 4.1**

**JANUARY 2022 LAW LIBRARY DISBURSEMENTS**

<b>VENDOR</b>	<b>INVOICE</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
AT&T	17551528	01/01/2021	MONTHLY CHARGES	25.50
CALPERS	16663207	01/01/2022	UAL MONTHLY	3389.17
CEB	11052041	01/06/2022	REAL PROPERTY OWNERSHIP	281.02
CEB	11051663	01/05/2022	FORMING & OPERATING CA LLC	240.59
CEB	11046275	12/17/2021	CA UCC SALES & LEASES	255.75
CEB	11043613	12/15/2021	FAMILY LAW FINANCIAL DISCOVERY	198.53
CEB	11045889	12/16/2021	CA CIVIL WRIT PRACTICE	267.63
CRUZIO	B33987-57	01/7/2022	INTERNET	84.90
LEXIS NEXIS	3093645574	12/31/2021	LEXIS ADVANCE	676.00
LEXIS NEXIS	254261F	12/01/2021	MONTHLY PRINT PLAN	2544.26
LEXIS NEXIS	254261G	01/01/2022	MONTHLY PRINT PLAN	2544.26
LEXIS NEXIS	28756770	01/03/2022	CA OFF APP RPTS BV 45	32.17
LEXIS NEXIS	29229146	12/20/2021	MENTAL DISABILITY LAW	285.90
SHARP	9003614803	12/28/2021	COPIER MAINTENANCE	268.45
SUPERIOR COURT	131	01/01/2022	DEC REIMBURSEMENT	5000.00
WEST	845625215	01/01/2022	WESTLAW	1833.14
WEST	845710038	01/04/2022	MONTHLY PRINT PLAN	829.72
			<b>TOTAL</b>	<b>\$18756.99</b>



**AGENDA ITEM 4.2**  
**MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES**

**MINUTES REGULAR MEETING, DECEMBER 21, 2021**

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**1.0 Meeting and Organization (In-person meeting with no remote option)**

**1.1** Establish Quorum Meeting called to order at 5:02 p.m. Present at the call to order: Lolly Belanger, Emily DuBois, John Gallagher, Julia Hill, and Dinah Sapia. Absent: Alan Smith, and Timothy Volkmann. Also, in attendance: Renee Fleming.

**1.2** Approve Agenda **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Hill 5/0**

**2.0 Public Comment – NONE**

**3.0 Oral Communication**

**3.1** Commendation – Board President Gallagher commended Lolly Belanger and Alan Smith on their service on the Board. President Gallagher, also, shared an email received thanking the Librarian for her assistance.

**3.2** Update on resumption of in-person services – Statistics on services were provided for the months of November 2020 and 2021.

- In November 2020 we had 223 in-person visits of which 41 were appointments. We assisted 196 phone callers and had 81 email exchanges of information. In November 2021 we had 324 in-person visits, 120 phone calls, and 45 emails.

**3.3** Librarian's Report:

- The new self-help attorney will provide coverage for the librarian the last week of December.
- Recruitment for the open Law Library Assistant position will be around January 1, 2022.

**4.0 Consent Agenda – ACTION TAKEN: Motion to approve consent agenda M/S/C Belanger/Hill 5/0**

**4.1** Approval of Disbursements for December

**4.2** Approval of Meeting Minutes of November Meeting

**5.0 Regular Agenda**

**5.1** Approval of Renewal of LexisNexis Online Database Contract – after discussion (Trustee Gallagher stepped away during discussion) **ACTION TAKEN: Motion to approve LexisNexis Renewal Option 2 as recommended. M/S/C Sapia/Hill 4/0**

**6.0 Future Meetings:**

**6.1** January 18, 2022

**Meeting adjourned at 5:30 p.m.**