



Harini Krishnan, District 1  
Stephen Seymour, District 1  
Kimberly Gordon, District 2  
Elizabeth Stone, District 2  
Belinda Hernandez Arriaga, Dist. 3  
Laura McHugh, District 3  
Jeanne Heise, District 4  
Edward Sweeney, District 4  
Manufou Liaiga-Anoa'i, Dist. 5  
Samaruddin Stewart, District 5

County Manager's Office  
400 County Center  
Redwood City, CA 94063  
(650) 599-1005  
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**REGULAR MEETING OF THE ARTS COMMISSION**  
**Wednesday, October 20, 2021 — 3:00 p.m. to 5:00 p.m.**

Zoom link

<https://us02web.zoom.us/j/81886700594?pwd=VTJ6eXMvTGQxMGdETCtaM1JZM1FvUT09>

**AGENDA**

1. **Roll Call** (3:00) – Roll Call and introduction of guests. Vice Chair
2. **Action Item** (3:03) Director  
A. AB361 Remote Meeting Requirements: in keeping with the recently enacted California AB361 and Governor Newsom's suspension of Brown Act Open Meetings law, vote to approve continuation of virtual Commission meetings.
3. **Agenda Amendments** (3:06) Vice Chair
4. **Oral Communications** (3:07) Vice Chair  
To allow the public to address the Commission on any matter not on the agenda. If your subject is not on the agenda, the Chair will recognize you at this time. Speakers are customarily limited to two minutes. A speaker's slip is required.
5. **Consideration of Minutes** of September 15, 2021 meeting (3:08) Vice Chair
6. **Reports**  
A. Staff Reports (3:11)  
B. Commissioner Reports: each Commissioner may provide a report and/or announcements, up to 2 minutes, of arts/culture and Commission activities since last Commission meeting. (3:17)
7. **Action Item** (3:40) Ad Hoc Committee  
A. Adoption of recommended Cultural Equity Statement
8. **Discussion Item** (4:25) Vice Chair  
None
9. **Adjournment** (4:30) Chair

**NEXT REGULAR COMMISSION MEETING: November 17, 2021 3:00-5:00pm**

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**REGULAR MEETING OF THE ARTS COMMISSION**  
**Wednesday, September 15, 2021 — 2:00 p.m. to 4:00 p.m.**  
Location: Zoom meeting

**MINUTES**

1. **Roll Call** – Roll Call and meeting began at 2:08pm.  
In Attendance: Commissioners, Seymour, Gordon, Stone, Hernandez Arriaga, Liaiga-Anoa'i, Sweeney, Stewart, and Heise  
Absent: Commissioners Krishnan and McHugh  
Staff: Robin Rodricks, Mara Grimes, Juda Tolmasoff
2. **Agenda Amendments**  
To discuss whether the Arts Commission would like to be a sponsor for the upcoming Racial Justice Summit, it was suggested that we add a discussion to the agenda. Kimberly Gordon moved to alter the agenda by adding the discussion and Jeanne Heise seconded the motion. Roll call vote: All approved
3. **Oral Communications**  
None
4. **Consideration of Minutes** of August 18, 2021, meeting  
Motion made by Commissioner Sweeney; seconded by Commissioner Heise. Roll Call Vote: approved unanimously except for Commissioner Stewart who abstained from voting since he was not at the last meeting.
5. **Reports**
  - A. Commissioner Reports:
    - **Commissioner Seymour:** SVOpen Studios will return to an in-person format for the next two weekends. Sharing a studio at Tanforan with Ruth Waters. Working with Erin Ashford of the Redwood City Parks & Art Foundation to learn more about their Equity Mural and the process.
    - **Commissioner Gordon:** No update.
    - **Commissioner Stone:** Would like to meet with Filoli to explore ways that they could make the facility more accessible to the public.
    - **Commissioner Heise:** Attended meetings for the Winslow Street and the 5<sup>th</sup> Street & Middlefield underpass mural projects. Participated in the Cultural Equity trainings to develop the Arts Commission statement.

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- **Commissioner Sweeny:** Attended the monthly meeting for the Causeway project.
- **Commissioner Stewart:** Good idea to have Commissioners opt in rather than opt out as this might help with logistics and ensuring a quorum.

B. Staff Reports

- **Robin Rodricks:** Attended meetings for the NFO Healthy Community Mural project, Causeway Bridge Project launch and the Covid Responders Memorial at the County Hospital. Working with ISD to create a website for the OAC. Reviewing applications for potential County Curator position. Attended DEI sessions to help facilitate the Arts Commission Cultural Equity Statement. Met with County Manager regarding possible new revenue streams.
- **Mara Grimes:** Focused on the grants program. The workshop for potential applicants will be on 9/21; the grant opportunities for both the general support and Arts & Civil Right will be open from 9/29-10/15; a panel will convene in late October to rank the applications; developing new rubrics to align with the new pedagogy; will have recommendations for the Commissioners at the November meeting.
- **Juda Tolmasoff:** San Mateo County vaccination rate is 92%, ongoing testing is essential. The economy appears to be recovering. Emergency residential assistance deadline is 9/30/21. The County Wellness Week was held from 9/10-9/19. The Immigrant Engagement Summit will be held on 9/16/21 and the Chief Equity Officer, Shireen will be making a presentation. A one-year extension through January 2023 is being voted on to extend the Brown Act.

6. **Action Item**

A. Review and Discussion of Recommended Program Budget

Director has been advised by the CFO that the amount the Commission has for programs is \$99,750. Although Director had calculated the amount to be closer to \$155,000, this amount will stand for now and will meet with him in a few weeks to discuss. The \$99,750 is the amount available after the hard costs (salaries) paid. Director and Admin-Manager reviewed the workplan to develop the budget as laid out in the documents included in the agenda. Director noted that although once the budget is approved, it can still be changed later by a vote if needed. Past grant awards are: 2018 \$83,775; 2019 \$95,000; 2020 \$68,600.

Commissioner Heise had questions about what was meant by “committed amounts.” Director explained that those are programs we have voted on in the past (Equity Training) or that are required by funding we received (AIC and POL) The CAC funding includes \$5,000 for the competition. In the past we have not spent all the funds on this event and the balance goes towards grants. This year the event will be virtual, and the costs are for stipends for coaches and judges. The budget includes an advocacy training for nonprofits and a professional development training for artists. The funds would support the presenter. Commissioner Heise questioned if the \$500 stated in the budget was enough and the Director said she would make it work. There are also funds set aside for the countywide arts festival although the Commission is at the very early stages of knowing what this event will look like. Most workshops will probably be virtual reducing the costs.

Commissioner Stone asked about the possibility of a website to promote county arts/culture events and activities, get arts info and promote our grantees. Director stated that we are working with ISD to create a website for the OAC that will include some of these things. In the past we used the Artsopolis calendar system, but it was expensive and not widely used. Arts Orange County has a calendar that staff update but very time consuming for staff.

Commissioner Seymour asked if there was an initiative in our strategic plan to provide resources for artists. Director advised that there was and that it was in year 3 but open to further discussion.

Commissioner Hernandez Arriaga stated that BIPOC people sometimes have difficulty navigating

websites and we need to make it easier for people to find the information, especially people that have not traditionally been reached. She suggested that we could work with Canada College Tech department to get interns to help and that she has a connection with the VP. Director said that the person responsible for this initiative could make those choices and all were welcome to participate. Commissioner Heise made a motion that we approve the budget as presented. Commissioner Liaiga-Anoa'I seconded the motion. Roll Call Vote: approved unanimously

## **7. Discussion Items**

- A. Racial Justice Summit Partnership with Thrive, Alliance of Nonprofits, SVCenter for Nonprofits, and Sacred Hearts to be held Oct 4-6, 2021. We have been asked to be a sponsor for the arts panel, Arts as Agents for Change. The cost of the sponsorship is \$500 to underwrite the cost of executing the virtual conference. Panelists, including Commissioner Hernandez Arriaga, will present for free. We would gain more visibility and recognition for our work in equity. Commissioners Stewart, Seymour, and Liaiga-Anoa'I were all in favor noting this conference is aligned with our mission and we would be partners with other organizations focus on racial and social justice. Sponsorship would include the opportunity for one of the commissioners to ask a question live at the summit. Director asked that questions be submitted to her and that she, the Chair and Vice Chair would choose the best question. Commissioner Gordon moved that we approve \$500 for the sponsorship of the Racial Justice Summit. Commissioner Sweeny seconded the motion. Roll Call Vote: approved unanimously except for Commissioner Hernandez Arriaga who abstained from voting since she is a panelist.

- 8. Adjournment:** Meeting was adjourned at 3:33 pm.

**NEXT REGULAR COMMISSION MEETING: Wednesday, October 20, 2021 2:00-4:00pm**

**SAN MATEO COUNTY ARTS COMMISSION**  
**ACTION ITEM**

**Date:** October 13, 2021  
**To:** San Mateo County Arts Commission  
**From:** Robin Rodricks, Executive Director, San Mateo County Arts Commission  
**Subject:** AB 361/Remote Meeting Requirements

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Over the course of the COVID-19 pandemic Governor Newsom has issued a number of Executive Orders governing remote meetings under the Brown Act and related teleconferencing procedures. Those Executive Orders, however, expired September 30, 2021. On September 16, 2021, the Governor signed into law Assembly Bill 361 (AB 361), which formalizes and modifies remote meeting procedures for local legislative bodies, effective October 1, 2021.

## **I. BACKGROUND**

### **A. AB 361 Provides the Legal Requirements for Holding Remote Meetings After September 30, 2021.**

AB 361 allows a local legislative body to continue holding remote meetings until January 1, 2024 in any of the following circumstances:

1. Automatically whenever the legislative body holds a meeting during a proclaimed state of emergency, *and* state or local officials have imposed or recommended measures to promote social distancing; or
2. When the legislative body holds a meeting during a proclaimed state of emergency 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. When the legislative body holds a meeting during a proclaimed state of emergency *and* 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.

AB 361 also requires that, if the state of emergency continues for more than 30 days, the legislative body, in order to continue holding remote meetings, must make findings every 30 days that the need for teleconferencing persists due to the nature of the ongoing public health emergency.

### **B. Traditional Teleconferencing Requirements Are Suspended During Remote Meetings Under AB 361.**

If the local legislative body makes the findings required by AB 361, traditional Brown Act teleconferencing provisions will continue to be suspended—specifically, requirements that teleconference locations (1) each have posted notices or agendas, (2) be accessible to the public, and (3) be identified by address on the agenda. Also suspended for fully-teleconferenced meetings is the requirement that a physical location must be made available to observe the meeting or make public comment.

### **C. AB 361 Also Ensures Public Participation at Remote Meetings.**

AB 361 also provides that the legislative body must comply with new rules to protect the public's right to participate at remote meetings:

1. AB 361 forbids agencies from requiring public comment to be submitted in advance, and requires an opportunity to address the public/Board in real time.
2. AB 361 regulates, for the first time, the rules and procedures for opening and closing a public comment period for agenda items; specifically, a reasonable time for indicating a desire to comment (i.e., to use the "raise hand" feature in Zoom) must be provided.
3. AB 361 prohibits agencies from taking action on agenda items when there is a disruption to the teleconference proceedings or technical failure on the agency's end which prevents members of the public from making comments, until public access is restored, and creates a cause of action to challenge agency actions taken during a disruption to public access.
4. Finally, notwithstanding Brown Act prohibitions on requiring attendees to register their names as a condition of meeting attendance, AB 361 expressly authorizes agencies to use third-party teleconference platforms that require registration (i.e., Zoom requiring an attendee to include their email).

## **II. DISCUSSION**

Currently, the COVID-19-related state of emergency remains in place, but the local health officer has not "imposed or recommended measures to promote social distancing" and the state's website indicates that social distancing "requirements" are no longer in effect, except for rules on "mega-events" over 1,000. Therefore, under AB 361, the Commission's ability to hold remote meetings is not automatically extended and, in order to continue holding remote meetings for the next 30 days, the Commission must determine, by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The California Department of Public Health and the United States Centers for Disease Control and Prevention caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and even fully vaccinated individuals can spread the virus to others, resulting in rapid and alarming rates of COVID-19 cases and hospitalizations. Thus, reducing the circumstances under which individuals come into close contact with each other indoors remains a vital component of the County's COVID-19 response strategy.

Indoor public meetings of the Commission pose particularly high risks for transmission of COVID-19, as such meetings would bring together residents from across the County and the open nature of public meetings makes it difficult to enforce compliance with vaccination, physical distancing, masking, and other safety measures.

For these very reasons, on September 28, 2021, the San Mateo County Board of Supervisors found that meeting in person would present imminent risks to the health or safety of its attendees, and, therefore, invoked the provisions of AB 361 and strongly encouraged other

County legislative bodies to make similar finding and continue meeting remotely through teleconferencing.

It is recommended that the Commission follow the Board's strong encouragement and adopt the attached Resolution Finding that, as a Result of the Continuing COVID-19 Pandemic State of Emergency, Meeting in Person Would Present Imminent Risks to the Health and Safety of Attendees.

## SAN MATEO COUNTY ARTS COMMISSION

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### RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY, MEETING IN PERSON WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES

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**RESOLVED**, by the 2021 San Mateo County Arts Commission (“Commission”) that:

**WHEREAS**, on March 4, 2020, pursuant to Government Code Section 8550, *et seq.*, Governor Newsom proclaimed a state of emergency related to the COVID-19 novel coronavirus (“COVID-19”) and, subsequently, the San Mateo County Board of Supervisors declared a local emergency related to COVID-19, and the proclamation by the Governor and declaration by the Board of Supervisors remain in effect; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions in the California Open Meeting Law, codified at Government Code Section 54950, *et seq.* (the “Brown Act”), related to teleconferencing by local agency legislative bodies, provided that certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended certain provisions of Executive Order N-29-20 that waive otherwise applicable Brown Act requirements related to remote/teleconference meetings by local agency legislative bodies through September 30, 2021; and



**WHEREAS**, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361), which provides that a local agency legislative body may continue to meet remotely without complying with otherwise applicable requirements in the Brown Act related to remote/teleconference meetings by local agency legislative bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided that the legislative body makes such finding at least every 30 days during the term of the declared state of emergency; and

**WHEREAS**, the California Department of Public Health and the United States Centers for Disease Control and Prevention caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, that it may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others, resulting in rapid and alarming rates of COVID-19 cases and hospitalizations; and

**WHEREAS**, the Commission has an important interest in protecting the health and safety of those who participate in its meetings; and

**WHEREAS**, the COVID-19 pandemic has informed legislative bodies about the unique advantages of remote public meetings, which are substantial, as well as the unique challenges, which are frequently surmountable; and

**WHEREAS**, on September 28, 2021, in the interest of public health and safety as affected by the state of emergency caused by the spread of COVID-19, the San Mateo County Board of Supervisors found that meeting in person would present imminent risks to the health or safety of its attendees, and, therefore, invoked the provisions of AB 361 related to teleconferencing for meetings of the Board of Supervisors, and strongly encouraged other County legislative bodies to make similar finding and continue meeting remotely through teleconferencing; and

**WHEREAS**, this Commission concludes that there is a continuing threat of COVID-19 to the community, and that Commission meetings have characteristics that give rise to risks to the health and safety of meeting participants such as the increased person-to-person contact associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that:

1. The above recitals are true and correct.
2. The Commission finds that meeting in person would present imminent risks to the health or safety of meeting attendees and directs staff to continue to agendize public meetings of the Commission only as online teleconference/remove meetings.
3. To the extent applicable, staff is directed to return to this Commission in a public meeting no later than 30 days after the date of adoption of this resolution with an item for the Commission to consider regarding whether to make the findings required by AB 361 in order to continue meeting remotely under its provisions.

\* \* \* \* \*



## **MEMORANDUM**

**To:** San Mateo County Arts Commissioners

**From:** Robin Rodricks, Executive Director, Office of Arts & Culture

**re:** Agenda Item October 20, 2021 Regular Arts Commission Meeting

**Date:** October 15, 2021

### **RECOMMENDATION:**

Approve proposed Cultural Equity Statement draft.

### **BACKGROUND:**

A subcommittee met three times with Irma Zoepf from theZbridge to craft a cultural equity statement in alignment with the Art Commission's mission and values as specified in the strategic plan. The first session included participation from Shireen Malekafzali, San Mateo County Chief Equity Officer. After discussions to define the meaning of equity for the Arts Commission, draft statement was created with input from each of the subcommittee members. We then shared the document with a diverse group of community members and stakeholders asking for their feedback. The organizations included:

- Commission on Disabilities
- San Mateo County LGBTQ Commission
- Abilitypath
- San Mateo County Commission on the Status of Women
- Casa Cultural Circulo
- Quinteto Latino
- Zawayya Arab Music & Culture

Recommendations were incorporated into the final document.

### **DISCUSSION:**

The subcommittee, Executive Director, and Administrator-Manager, guided by an expert in DEI policies, have developed a Cultural Equity Statement for the Commission to approve. The policy was reviewed by stakeholders to ensure community voice and authenticity.

### **FISCAL IMPACT:**

**None**

# San Mateo County Arts Commission

## Cultural Equity Statement

The San Mateo County Arts Commission, which views the arts as an essential part of a healthy and vibrant community, champions policies and practices that promote social and cultural equity. We strive to promote inclusive and diverse programming and to ensure equitable access to arts and culture for all, with consideration for race, ability, sexual orientation, age, gender, economic status, and cultural background. We also commit to partnering with artists and arts organizations that represent and celebrate the diversity of our county, through the fair and equitable distribution of programmatic and financial support. Through these actions, arts is a vehicle for social change.

## Affirmations:

- All are welcome and valued equally.
- We value arts and culture as an essential part of a healthy and vibrant community
- We respect different opinions and perspectives
- All are supported so that barriers to participation are removed.
- We celebrate diversity in all of its dimensions
- We recognize that in our community there are systems of power that grant privilege and access unequally such that inequity and injustice result, and that these systems must be continuously addressed and changed.
- We integrate with, instead of separate, from constituents
- We celebrate and champion cultural tradition and heritage as essential to honest civic discourse and the well-being of our community.
- We strive to actively include those most marginalized and make arts and culture accessible to them.
- Cultural equity is critical to the long-term viability of the arts sector.

## Guiding Principles:

This statement is a living document. We:

- are inclusive and remove barriers to entry (accessibility).
- provide fair and equitable distribution of programmatic and financial support
- promote inclusive and diverse programming
- purposely go outside of our circles
- outreach to groups outside of our realm of expertise
- create partnerships between smaller and larger organizations
- encourage learning by the Commission and the community to build cultural awareness
- work directly with diverse arts organizations who are focusing on equity and inclusion
- seek and promote artistic expression that can empower and educate the community