

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2320 Special and Emergency Meetings

References:

Education Code Section 72129;
Government Code Sections 54956 and 54956.5

Special meetings may from time-to-time be called by the President of the Board or by a written request by a majority of the members of the Board, stating the business to be transacted. Written notice of such meetings shall be posted at least 24 hours before the time of the meeting, and shall be noticed in accordance with Brown Act. No business other than that included in the notice and the posted Agenda may be transacted or discussed.

Special meetings of the Board may be live streamed, as determined by the Board. The link to access the live stream will be listed on the agenda for special meetings of the Board. The live stream allows only for viewing of the meetings. No interaction with the public takes place through the live stream.

Emergency meetings When the majority of the Board determines that an emergency situation exists, under such circumstances as are permitted by the Brown Act, it may call an emergency meeting. An “emergency” is defined as a crippling disaster, work stoppage, or other activity that severely impairs public health, safety, or both. At the conclusion of any emergency meeting, the minutes of the meeting, a list of persons whom the Board notified or attempted to notify, a copy of the roll call votes, and any actions taken at the meeting shall be posted for a minimum of ten days in a public place as soon after the meeting as possible. The media needs to be given at least one-hour notice of the meeting, except if it is a “dire emergency” as defined in the Brown Act. If the circumstances allow, emergency meetings of the Board may be live streamed, as determined by the Chancellor or the Board President, in which case the link to access the live stream will be listed on the agenda for the emergency meeting. The live stream allows only for viewing of the meeting. No interaction with the public takes place through the live stream.

No closed session shall be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency. There may be a closed session at an emergency meeting upon a two-thirds vote of the trustees present.

The Chancellor shall be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

Adopted November 6, 2013
Revised February 15, 2017
Revised November 15, 2023
Revised September 18, 2024
Revised February 19, 2025