



**COUNTY of VENTURA**  
Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
[www.ventura.org/airports](http://www.ventura.org/airports)

NOTICE IS HEREBY GIVEN  
that a Special Meeting of the Aviation Advisory Commission  
will be held on:

**Monday**                      **November 15, 2021**                      **6:00 P.M.**

**DEPARTMENT OF AIRPORTS  
ADMINISTRATION OFFICE  
CONFERENCE ROOM  
555 AIRPORT WAY, SUITE B  
CAMARILLO, CA**

**IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND CONSISTENT WITH THE RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER DATED SEPTEMBER 21, 2021, TO PROMOTE SOCIAL DISTANCING AND CONTINUE REMOTE MEETINGS OF ALL LEGISLATIVE BODIES IN VENTURA COUNTY, THE AIRPORT ADMINISTRATION CONFERENCE ROOM IS CURRENTLY CLOSED TO THE PUBLIC. PURSUANT TO GOVERNMENT CODE SECTION 54953, SUBDIVISION (e), THIS MEETING IS BEING CONDUCTED ELECTRONICALLY.**

**TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO THE INSTRUCTIONS BELOW.**

1. You may join the meeting via **Zoom**. See last page for detailed instructions about participating in the meeting via Zoom.
2. You may observe the meeting via the **Department of Airports YouTube channel**  
[https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view\\_as=subscriber](https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber)
3. Public Comment Options
  - a. **Email** – You may submit your comment, limited to 250 words or less, via email by 5:30 p.m. on Monday, November 15, 2021 to Airport Staff at [AirportInfo@ventura.org](mailto:AirportInfo@ventura.org). Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 4.A.). When the Commission reaches your item of interest on the agenda, Airport Staff will read your comment during the time for public comments.
  - b. **Zoom** – You may provide verbal comments during the meeting. See last page for detailed instructions about participating in the meeting via Zoom.

## AGENDA

1. **CALL to ORDER and PLEDGE of ALLEGIANCE**
2. **ROLL CALL**
3. **AGENDA REVIEW**
4. **NEW BUSINESS**

**A. Subject: Adoption of Resolution #3 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period**

**Recommendation:**

Adopt the attached Resolution #3 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

**5. ADJOURNMENT**

The next regular Commission meeting will be on Monday, December 6, 2021 at 7:00 p.m. Location to be determined.

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IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT ANA CASTRO AT (805) 388-4211. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



## Webinar Instructions

Public link to Zoom webinar:

<https://us06web.zoom.us/j/83825897501?pwd=cWJYUUM2SW50cW1LQUNXOVkxbIRvUT09>

**Webinar ID:** 838 2589 7501  
**Passcode:** 212344  
**Phone Numbers:** 1-669-900-6833  
1-253-215-8782

**Cell Phone or Computer with Audio (Microphone) Feature:** Click on the link above and enter passcode. Enter your name so we may call on you when it is your turn to speak.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by clicking the Raise Hand button. Follow the instructions below regarding Speaking.

**Computer without Audio (Microphone) Feature:** Click on the link above and enter passcode. This will allow you to view and listen to the meeting. In order to speak, follow the instructions below for Telephone.

**Telephone:** If you do not have access to the internet, you can watch the live broadcast of the meeting on the City of Camarillo Local Government Channels – Spectrum Channel 10 and Frontier Channel 29, or via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the meeting through your phone handset.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by dialing \*9. Follow the instructions below regarding Speaking.

## Speaking

When it is your turn to speak, the Chairperson will call your name or the last 4 digits of your phone number if you are calling from a phone, and you will have 3 minutes to speak. Please ensure that all background noise is muted (TV, radio, etc.). You will be prompted to unmute your microphone/phone. Unmute and begin speaking; start by stating your name.

The timer on the screen will count down your 3 minutes. The timer starts green indicating you have 3 minutes; when the time hits 1 minute remaining, the timer will change to yellow; when the 3 minutes have elapsed, the timer will turn red. At that time, your microphone will be muted and we will move onto the next speaker. If you called in on one of the phone lines listed above, you will not be able to see the timer. Instead, you will be prompted when the 3 minutes has begun; when the time hits 1 minute remaining; when the 3 minutes have elapsed.





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November 15, 2021

Aviation Advisory Commission  
555 Airport Way, Suite B  
Camarillo, CA 93010

**Subject: Adoption of Resolution #3 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission for a 30-Day Period**

**Recommendation:**

Adopt the attached Resolution #3 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission for a 30-day period pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

**Fiscal/Mandates Impact:**

There are no fiscal impacts associated with this action.

**Discussion:**

Governor Gavin Newsom signed Assembly Bill 361 ("AB 361") into law on September 16, 2021. AB 361 is an urgency measure effective immediately that authorizes legislative bodies to meet remotely in any of three circumstances, as set forth in Government Code section 54953, subdivision (e):

- "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." (Gov. Code, § 54953(e)(1)(A).)
- "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." (Gov. Code, § 54953(e)(1)(B).)
- "The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees." (Gov. Code, § 54953(e)(1)(C).)

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Governor Newsom declared a State of Emergency in response to the COVID-19 pandemic on March 4, 2020. Dr. Robert Levin, Ventura County Health Officer, issued a recommendation regarding social distancing and continued remote meetings of legislative bodies on September 21, 2021. Dr. Levin's recommendation states in part, "I strongly recommend that physical/social distancing measures continue to be practiced throughout our Ventura County communities to minimize the spread of COVID-19, including at meetings of the Board of Supervisors and meetings of other legislative bodies of the County of Ventura."

Airport staff ensures that all virtual meetings are held in compliance with the Government Code as it relates to posting requirements, public accessibility to the meeting, and public comments. Although your Commission, as a legislative body in the County, may continue to meet virtually, to do so, your Commission must now make the following findings by majority vote every 30 days:

- Your Commission has reconsidered the circumstances of the state of emergency, and
- One or both of the following circumstances exist:
  - The state of emergency continues to directly impact the ability of your Commission's members to meet safely in person, or
  - State or local officials continue to impose or recommend measures to promote social distancing. (Gov. Code, § 54953(e)(3).)

Attached for consideration is Resolution #3, that if adopted, authorizes your Commission to meet remotely for a 30-day period. Additionally, if Resolution #3 is approved, the regular meeting of the Commission scheduled on Monday, December 6, 2021 at 7:00 p.m. would be held remotely.

If you have any questions regarding this item, please call me at (805) 388-4201.



DAVE NAFIE, C.M.  
Interim Director of Airports

Attachment:

Exhibit 1 – Resolution #3

4a2

**RESOLUTION #3 OF THE AVIATION ADVISORY COMMISSION AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS OF THE AVIATION ADVISORY  
COMMISSION FOR A 30-DAY PERIOD PURSUANT TO GOVERNMENT CODE  
SECTION 54953, SUBDIVISION (e), OF THE RALPH M. BROWN ACT**

**WHEREAS**, the County of Ventura ("County") is committed to preserving and nurturing public access and participation in meetings of the Aviation Advisory Commission ("Commission");

**WHEREAS**, Government Code section 54953, subdivision (e), of the Brown Act, authorizes the legislative body of a local agency to use remote teleconferencing in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), subject to the existence of certain conditions;

**WHEREAS**, a required condition 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;

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing;

**WHEREAS**, such conditions now exist in Ventura County, specifically, Governor Gavin Newsom declared a state of emergency in response to the COVID-19 pandemic on March 4, 2020 ("State of Emergency");

**WHEREAS**, on September 21, 2021, Dr. Robert Levin, Ventura County Health Officer, issued a recommendation to continue practicing social distancing measures throughout Ventura County communities, including to continue to implement 100 percent remote meetings of all legislative bodies in Ventura County, to prevent and minimize the spread of COVID-19 ("Recommendation to Promote Social Distancing");

**WHEREAS**, the Commission does hereby find that it has reconsidered the circumstances of the State of Emergency, the State of Emergency remains active and continues to directly impact the ability of its members and attendees to meet safely in person, and that the Ventura County Health Officer, Dr. Robert Levin, continues to recommend measures to promote social distancing to minimize the spread of COVID-19 including that all legislative bodies in Ventura County continue to meet remotely, as further explained in his Recommendation to Promote Social Distancing, which has not been rescinded and remains in effect;

**WHEREAS**, the Commission does hereby find that it shall conduct its meetings without compliance with Government Code section 54953, subdivision (b)(3), as authorized by subdivision (e), of Government Code section 54953, and that the

**EXHIBIT 1**

4a3

Commission shall comply with the requirements set forth in Government Code section 54953, subdivision (e)(2); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Commission as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. Staff supporting the Commission are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings of the Commission in accordance with Government Code section 54953, subdivision (e), and other applicable provisions of the Brown Act.

Section 3. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 15, 2021, or such time the Commission adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the Commission may continue to teleconference without compliance with Government Code section 54953, subdivision (b)(3).

Upon motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and duly carried, the Aviation Advisory Commission hereby adopts this resolution on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Robert Trimborn, Chair  
Aviation Advisory Commission