



# Orange County Board of Supervisors

## Information Guide for Board of Supervisors Meetings



**JANET NGUYEN**  
Supervisor  
First District

**VICENTE SARMIENTO**  
Supervisor  
Second District

**DONALD P. WAGNER**  
Supervisor  
Third District

**DOUG CHAFFEE**  
Supervisor  
Fourth District

**KATRINA FOLEY**  
Supervisor  
Fifth District

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## Orange County Board of Supervisors

County Administration North, 400 W. Civic Center Drive, Santa Ana, CA 92701



### **Janet Nguyen, First District**

<https://bos1.oc.gov/>

Cypress, Fountain Valley, Garden Grove (portions of), Huntington Beach, Los Alamitos, La Palma, Seal Beach, Westminster, and the Unincorporated Communities of Midway City and Rossmoor



### **Vicente Sarmiento, Second District**

<https://bos2.oc.gov/>

Anaheim (portions of), Garden Grove (portions of), Orange (portions of), Santa Ana, Tustin (portions of), and the Unincorporated Communities of North Tustin



### **Donald P. Wagner, First District**

<https://bos3.oc.gov/>

Anaheim (portions of), Irvine (portions of), Lake Forest, Mission Viejo, Orange (portions of), Rancho Santa Margarita, Tustin (portions of), Villa Park, Yorba Linda, and the Unincorporated Communities of Modjeska, North Tustin, Silverado, Trabuco Canyon and Williams Canyon



### **Doug Chaffee, Fourth District**

<https://bos4.oc.gov/>

Anaheim (portions of), Irvine (portions of), Lake Forest, Mission Viejo, Orange (portions of), Rancho Santa Margarita, Tustin (portions of), Villa Park, Yorba Linda, and the Unincorporated Communities of Modjeska, North Tustin, Silverado, Trabuco Canyon and Williams Canyon



### **Katrina Foley, Fifth District**

<https://bos5.oc.gov/>

Aliso Viejo, Costa Mesa, Dana Point, Irvine (portions of), Laguna Beach, Laguna Hills, Laguna Niguel, Laguna Woods, Newport Beach, San Clemente, San Juan Capistrano, as well as the unincorporated areas of Coto de Caza, Ladera Ranch, Las Flores, and Rancho Mission Viejo

## Orange County Board of Supervisors Terms of Office

( ) Indicates final year of term officeholder may serve

| Name                                                                                                                                       | Election or Appointment                                                                                                                            | Current Tenure                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Janet Nguyen</b><br>Supervisor, First District<br>400 W. Civic Center Drive, Sixth Floor<br>Santa Ana, CA 92701<br>(714) 834-3110       | Elected 11/5/2024<br>Sworn in 12/4/2024                                                                                                            | 4-year term, 1/6/25 - 1/1/2029                                                                                      |
| <b>Vicente Sarmiento</b><br>Supervisor, Second District<br>400 W. Civic Center Drive, Sixth Floor<br>Santa Ana, CA 92701<br>(714) 834-3220 | Elected 11/8/2022<br>Sworn in 1/2/2023                                                                                                             | 4-year term, 1/2/23 – 1/4/2027                                                                                      |
| <b>Donald P. Wagner</b><br>Supervisor, Third District<br>400 W. Civic Center Drive, Sixth Floor<br>Santa Ana, CA 92701<br>(714) 834-3330   | Special Election 3/12/2019<br>Sworn in 3/27/2019<br><br>Re-elected 11/3/2000<br>Sworn in 1/4/2021<br><br>Re-elected 11/5/2024<br>Sworn in 1/6/2025 | Partial term, 3/27/2019- 1/4/2021<br><br>4-year term, 1/4/2021 – 1/4/2025<br><br>4-year term, 1/6/2025 - 1/1/(2029) |
| <b>Doug Chaffee</b><br>Supervisor, Fourth District<br>400 W. Civic Center Drive, Sixth Floor<br>Santa Ana, CA 92701<br>(714) 834-3440      | Elected 11/6/2018<br>Sworn in 1/7/2019<br><br>Re-elected 11/8/2022<br>Sworn in 12/27/2022                                                          | 4-year term, 1/8/2019 - 1/2/2023<br><br>4-year term, 1/2/2023 - 1/4/(2027)                                          |
| <b>Katrina Foley</b><br>Supervisor, Fifth District<br>400 W. Civic Center Drive, Sixth Floor<br>Santa Ana, CA 92701<br>(714) 834-3550      | Special election 3/9/2021<br>Sworn in 3/23/2021<br><br>Re-elected 11/8/2022<br>Sworn in 1/3/2023                                                   | Partial Term 3/23/2021 – 1/3/2023<br><br>4-year term, 1/3/2023 – 1/4/2027                                           |



## **Overview of the Board of Supervisors**

The Board of Supervisors serves as the governing body of the County of Orange and oversees the management of County government and many special districts. The cities and unincorporated areas in Orange County are divided into five Supervisorial Districts. Although the districts vary in physical size, their populations are approximately the same, and each district elects a Supervisor for a four-year term by the citizens of Orange County. Each Supervisor can serve two four-year terms. Terms are staggered so that all districts do not have elections at the same time. These five elected officials comprise the Orange County Board of Supervisors. Every year, the Board elects two of its members to serve as Chair and Vice Chair of the Board. To determine the Supervisorial District in which you reside, visit the [Orange County Registrar](#). Board offices are located in the County Administration North, on Civic Center Drive between Broadway and Ross. The Board's mailing address is 400 W. Civic Center Dr, Santa Ana, CA 92701.

## **Functions of the Board of Supervisors**

The Board oversees the management of the County government and its many special districts. In its legislative duties, the Board adopts ordinances, resolutions and minute orders within the limits prescribed by State law. As an executive body, the Board:

- Establishes policy
- Approves the annual budget
- Appoints an Agricultural Commissioner, Chief Engineer, Chief Probation Officer (appointment made in partnership with the presiding judge of juvenile court,) Clerk of the Board (COB), County Counsel, County Executive Officer (CEO), County Health Officer, County Librarian, County Surveyor, County Veterinarian, Director of Child Support Services, Director of John Wayne Airport, Director of the Social Services Agency, Internal Auditor, Performance Auditor, Public Defender, Public Guardian, and the Veteran Services Officer.
- Approves contracts for projects and services
- Conducts public hearings on land-use and other matters
- Makes appointments to boards, committees and commissions
- The Board's legislative and executive activities are conducted at public meetings with certain
- The Board's legislative and executive activities are conducted at public meetings with certain personnel and legal matters discussed in closed sessions.

## **Board of Supervisors Meetings and Location**

The regular meetings of the Board are held on the second and fourth Tuesdays of each month at 9:30 a.m. Regular meetings of the Board are conducted in the Board Hearing Room located on the first floor of the County Administration North, 400 West Civic Center Drive, Santa Ana, California, unless otherwise noticed. Special Meetings of the Board may be called by the Chair or by a majority of the Board's membership. A meeting schedule calendar including holidays and periodic breaks is developed and posted annually by the Clerk of the Board on the Board of Supervisors website . The Board's legislative and executive activities are conducted at public meetings with certain personnel and legal matters discussed in closed session. View the [Board meeting calendar](#) for scheduled meetings. Any exceptions to the location or start time of the meeting will be shown on the Board of Supervisors' Agenda. Parking validation for the P4 parking lot adjacent to the County Administration North is available. Please see Clerk of the Board staff in the lobby outside the Board Meeting Room to receive parking validation.

The Board has adopted Rules of Procedure ("Rules" ) pursuant to Government Code Section 25003. The Rules shall apply to the Board of Supervisors of Orange County whether sitting as the Board of Supervisors of the County or acting as the governing body of any other district, authority, or board. The rules are intended to expedite transaction of the business of the Board of Supervisors in an orderly fashion and are deemed to be procedural only. Copies of the Rules are available, free of charge, at the Office of the Clerk and on the Clerk's website [www.ocgov.com/cob/](http://www.ocgov.com/cob/).

The Sheriff, or a representative designated by the Sheriff, shall be available to respond to each Board meeting immediately upon call, shall be the Board's Sergeant-at-Arms and will carry out all orders given by the Chair for the purpose of maintaining order and decorum at Board meetings and will ensure that the aisles, entrance to the Board Meeting Room and lobby areas are clear and that individuals are seated to maintain public safety in the event of an emergency.

## **Annual Election of Chair and Vice Chair and their Duties**

At the first scheduled meeting after January 1 of each year, the Board nominates and elects from its membership a Chair and Vice Chair to serve until the election of their successors. The Chair will preside at all Board meetings and proceed with the business of the Board in the manner prescribed by the Board's Rules by Procedure. In the absence, or inability to act, of the Chair, the Vice Chair shall

have and exercise all the powers and duties of the Chair. In the absence, or inability to act, of the Chair and Vice Chair, at any meeting of the Board, the Board members will select one of their members to act as Chair Pro Tem. The Chair Pro Tem shall have and exercise all the powers and duties of the Chair during the absence, or inability to act, of the Chair and Vice Chair at that meeting.

### **Seating on the Dais**

Seating on the dais is reserved for each Supervisor and seating behind the Supervisors is for his/her staff. Seating near the dais is reserved for the County Executive Officer, County Counsel and the Clerk of the Board. Seating to the right and left of the speaker podium is reserved for the Chief Deputy Clerk of the Board, Board staff members and County staff. Access to the dais area is only allowed with authorization.

### **Board Support Team for Board Meetings**

Clerk of the Board staff are stationed outside the Board Room to assist members of the public attending the meeting. Staff can facilitate in-person speaker registration at the kiosks, provide copies of the Agendas and Agenda Modifications, offer parking validations for the P4 parking lot and answer questions. Members of the public are encouraged to approach staff for assistance with any of these services.

## **PREPARATION OF AGENDAS**

### **Structure of Agendas**

The Clerk of the Board is responsible for preparing, posting and distributing the Board of Supervisors meeting agendas. With the exception of items filed by a Board member, all agendas require review by County Executive for placement on the agenda. The order of business for regular meeting agendas is as follows. The Chair of the Board may alter or deviate from this schedule.

- (a) Presentations  
Ceremonial resolutions or proclamations recognizing individuals, groups or other special observances may be held prior to commencement of the regular meeting.
- (b) Invocation

On a rotating basis, Board members are requested to provide an invocation at the start of each meeting.

(c) Pledge of Allegiance

On a rotating basis, Board members are requested to lead the assembly in reciting the Pledge of Allegiance.

(d) Regularly Scheduled Agenda Items

(1) Consent Calendar

(2) Discussion Calendar

(3) Supplemental Items

(4) Public Hearings

(i) Public Comments on items set for Public Hearing

(5) Closed Sessions

(e) Public Comments

Members of the public registering to speak either in person or by remote participation may comment on items of interest within the subject matter jurisdiction of the Board.

(f) Board Comments

Board members may provide comments on any agenda or non-agenda item, give updates or announcements, and ask questions or give direction to staff, provided no action may be taken on non-agenda items unless authorized by law.

(g) CEO Comments

The County Executive Officer may provide comments, updates or announcements.

(h) Memorial Adjournments

Board members may ask to adjourn meetings in memoriam of community members who have passed away and whose passing they deem worthy of recognition.

### **Approval Process for Placing Items on the Board Agenda**

All Departments/Agencies shall use the appropriate form as determined by the Clerk when submitting items to be placed on the Board's agenda for consideration. When submitting an item for consideration by the Board, it is the responsibility of the originating Department/Agency to include, at a minimum, the subject of the item, any recommended action(s), a summary of the requested action(s), and related background information. All agenda items, except those filed by a Board member, require review by the CEO's Office. After appropriate review, the CEO's office recommends approval of agenda items for



placement on the agenda. The Clerk, consistent with the Brown Act, will provide a brief general description of the recommendation in the posted agenda sufficient to inform interested members of the public about the subject of the item and the Supervisorial District affected by the action (or All Districts). Please refer to the Board's Rules of Procedures regarding rules for placement of items on Board agenda.

### **Access Board of Supervisors Agendas and Materials**

Agendas are available on Wednesdays, thirteen days prior to the regular Tuesday Board meeting on the Clerk of the Board's website 'Board of Supervisors Meetings'. Final Revised Agendas, including revisions to agendas, supplemental items, continuations and deletions, are posted on Fridays, four days prior to the regular Tuesday Board Meeting. Additional requests to continue or delete agenda items that are received on Mondays and Tuesdays before the scheduled meeting are posted on the 'Agenda Modification'. The agendas and agenda modifications are available online at <https://board.oc.gov/meetings-agendas>.

### **Subscribe to Board of Supervisors Agenda and Public Notice Email Notifications**

Members of the public can subscribe to receive Board of Supervisors Agenda E-Mail Notifications at [https://service.govdelivery.com/accounts/CAORANGE/subscriber/new?topic\\_id=CAORANGE\\_15](https://service.govdelivery.com/accounts/CAORANGE/subscriber/new?topic_id=CAORANGE_15). E-mail notification is sent when information on the selected web page has been updated. This service ensures

### **Order of Business**

Meetings are called to order by the Chair of the Board. Upon commencement, the invocation and pledge are conducted by Supervisors at the start of each meeting following a rotating schedule. The Chair will proceed with the meeting agenda and ask the Clerk to read changes to the agenda and state requests from the public to pull items from the Consent Calendar. The Board will state items they wish to pull from the Consent Calendar, then the Chair will call for a motion and second for the approval of the balance of the Consent Calendar. The Chair will call each item that was pulled for separate action and vote. Following the conclusion of the consent calendar, the Board will proceed with the remaining business on the agenda.

## **Summary Action Minutes of the Board**

After each Board meeting, the Clerk prepare and distribute Summary Action Minutes (“minutes”) of Board meetings. The minutes consist of the brief statement of each item posted on the final agenda plus all motions, resolutions and ordinance numbers related thereto, all votes recorded thereon, and the final action taken by the Board. The minutes are made available to the public within 72 hours of the meeting and posted on the Internet and available at no cost at the Clerk’s Office.

## **PARTICIPATE IN BOARD OF SUPERVISORS MEETINGS**

### **Guidelines for Speaker Time and Item Sequence**

Each member of the public may address the Board on up to three occasions, with three minutes allotted to the speaker per occasion. The Chair retains authority, in his or her discretion, to further reduce the time allotted to each individual speaker if the number of persons desiring to speak would prevent the Board from accomplishing its business in a reasonably efficient manner. If a group of individuals wishes to address the Board on the same topic, the Chair may request that the group appoint a spokesperson to represent them, in order to prevent unnecessary repetition. At the discretion of the Chair, items may be taken out of order. Members of the public who wish to submit documentation to accompany their public comments should bring nine (9) copies for distribution to each Board Member, CEO, County Counsel and the Clerk. Due to information systems security, electronic submissions of public comments supporting documentation cannot be accepted at the Board meeting.

### **Public Participation in Board Meetings**

#### **Register to Speak in-Person at a Board Meeting**

Members of the public can register to request an opportunity to speak in-person by using the Orange County Board of Supervisors Speaker Portal. The portal opens one (1) hour prior to the commencement of the meeting. Members of the public have three (3) opportunities to speak.

There are three ways to register:

1. Use the kiosks located outside the Board Room.
2. Scan the QR code on your mobile device which is located on video display outside the Board Room.
3. Visit the Board of Supervisors Meeting Agenda website on a computer or mobile device and click the 'Register' link next to the meeting agenda at <https://board.oc.gov/meetings-agendas>. This will direct you to the Board's Speaker Portal for the selected meeting date, where you can register online to participate in person.

Enter your name when completing the registration. This will ensure you are called to speak by the Clerk. You may use an alias or pseudonym if you prefer. If an email address is provided, you will receive a confirmation email listing the items you requested to speak on, along with instructions for providing comments in person. Interpretation is provided for in-person participants. During the registration, indicate if you would like to request an interpreter and select your preferred language. Requests must be submitted prior to the beginning of the consent calendar, reading of the individual agenda item(s), opening of a public hearing or beginning of public comments. Requests to speak on agenda items that have been continued or deleted are not accepted. Upon your arrival, we request that you check in at the kiosk to let the Clerk know you have arrived. During the meeting, the Clerk will call the names of members of the public to speak. Please approach the podium in the order you were called, standing next to the appropriate arrows marked on the floor. When it is your turn to speak, we request you state your name and city of residence for the record. You will be given three (3) minutes to speak or a duration as determined by the Chair. The timer on the podium tells you how much time you have remaining to provide comments. Clerk of the Board staff are present outside the Board Room throughout the duration of every Board meeting to help or any questions.

### [Register to Speak Remotely](#)

Members of the public can register to request an opportunity to speak remotely by registering on the Orange County Board of Supervisors Speaker Portal. The portal opens one (1) hour prior to the commencement of the meeting. Members of the public have three (3) opportunities to speak. Visit the Board of Supervisors Meeting Agenda website on a computer or mobile device and click the 'Register' link next to the meeting agenda at <https://board.oc.gov/meetings-agendas>. This will direct you to the Board's Speaker Portal for the selected meeting date to register online. Requests must

be submitted prior to the beginning of the consent calendar, reading of the individual agenda item(s), opening of a public hearing or beginning of public comments. Requests to speak on agenda items that have been continued or deleted are not accepted.

When completing the registration, please enter a valid phone number in the registration form using the format: area code followed by telephone number. If you do not provide a phone number, you will need to speak to a meeting facilitator when you dial into the meeting so they can connect your call to your registered items. This can delay the submission of your request to speak, so it's important to call from the number you entered in the speaker portal. If an email address is provided in the registration portal, you will receive a confirmation email listing the items you requested to speak on, along with instructions for providing comments remotely. Interpretation is not provided for remote participants.

During the meeting, you can listen online, then call in before your agenda item comes up. If you register to speak on multiple agenda items, you can dial in before each one or stay on the line after your first comment and follow the prompts—no need to hang up and call back. When your agenda item is called, in-person participants will be called to speak first, followed by remote callers. When it is your turn to speak, you will hear a prompt advising you that it is your turn, and your mic will be unmuted. The microphone will shut off when your time expires. You will receive an automated message when that occurs.

### [Observe the Board of Supervisor meetings streamed live online](#)

The Board of Supervisors' regular meetings are broadcast live on the Internet on the second and fourth Tuesdays of each month, beginning at 9:30 a.m. Please note that exceptions to this schedule may occur due to holidays, periodic breaks, or dark (canceled) meetings. Live streaming of meetings is available online at <https://board.oc.gov/meetings-agendas>. A list of upcoming Board of Supervisors' meetings is displayed "Upcoming Board of Supervisors Meetings". To view a meeting in progress, simply click the video icon located in the same row as the meeting date. Live broadcasts will begin at 9:00 a.m. exclusively for presentations and ceremonial matters. No regular action items will commence before 9:30 a.m.

In addition, multilanguage webcasting of Board meetings is available for live and archived meetings in multiple languages (in Arabic, Chinese, Korean, Persian, Spanish and Vietnamese ). The audio language and subtitles are provided in named languages.

**To change to audio language of a Board meeting video to a named language:**

1. Click the **Gear** icon
2. Click the **drop-down** next to **Audio Track**
3. Click on the preferred language
4. Click the **Gear** icon again to **close the menu**



**To change subtitles of a Board meeting video to a preferred language or to turn if off:**

1. Click the **Gear** icon
2. Click the **drop-down** next to **Subtitles**
3. Click on the preferred language
4. Click the **Gear** icon again to **close the menu**



[Listen to live Board of Supervisor meetings via telephone](#)

Members of the public, who are not able to attend in person, may listen to the live meetings by calling (866) 590-5055, Access Code 413 84 89. This is a listening line only.

[E-Mail or Mail Written Comments to the Board of Supervisors](#)

Members of the public who cannot attend meetings in-person may send comments to upcoming Board meetings by email or mail. Please submit your comment by to the Clerk of the Board via



email at [response@cob.oc.gov](mailto:response@cob.oc.gov) or mail to Clerk of the Board of Supervisors, County Administration North, 400 W. Civic Center Drive, Sixth Floor, Santa Ana, CA, 92701. Please indicate the Agenda Item Number and Board Date on which you are commenting. Your email or written comment will be distributed to the Board of Supervisors for consideration and be included in the administrative record of the Board meeting. Public Comments submitted in writing are public records and subject to disclosure.

## **LANGUAGE & ACCESSIBILITY SERVICES**

### Accessibility

If you have special needs to participate in a meeting, such as an ADA accommodation, please contact the Clerk of the Board's office at least three days prior to the meeting by calling 714-834-2206 or emailing [Comments@cob.oc.gov](mailto:Comments@cob.oc.gov). Requests submitted less than 72 hours before to the meeting will still receive reasonable efforts by Clerk of the Board to be fulfilled. Assistive listening devices are also available from the Clerk of the Board staff located outside the Board Room.

### Language Interpretation Services

Interpretation services in Arabic, Chinese, Korean, Persian, Spanish and Vietnamese are provided to members of the public who submit a request to speak in-person. Additional languages for in-person speakers can be requested by contacting the Clerk of the Board's office at least three days prior to the meeting by calling 714-834-2206 or emailing [Comments@cob.oc.gov](mailto:Comments@cob.oc.gov). Requests submitted less than 72 hours before the meeting will still receive reasonable efforts by Clerk of the Board to be fulfilled.

In addition, the County can provide space for members of the public who want to translate a public meeting into any language or receive interpretation provided by another member of the public, so long as the interpretation is not disrupting to the meeting, in accordance with Government Code section 54957.95. Space can be arranged for one or more interpreters to provide interpretation in the County Administration North Multipurpose Room.

## MISCELLANEOUS INFORMATION

### [View Archived Board of Supervisors Meeting Video and Meeting Records](#)

Videos of Board Meetings from January 9, 2007 to the present are available for online viewing:

- **April 24, 2026 – Present:** <https://board.oc.gov/meetings-agendas>
- **January 9, 2007 – April 14, 2026:** <https://board.oc.gov/board-meeting-media-archive-2007-present>

All Board meetings are also available for purchase on portable storage devices (DVD or USB Flash Drive), depending on the video file size. Charges include the cost of the storage device plus applicable shipping fees.

For more information or to place an order, please contact the Clerk of the Board's office at (714) 834-3462.