

CALHFA PUBLIC MEETING GUIDE

How to Observe and Offer Public Comments at CalHFA Board of Directors Meetings



The Board meetings of the California Housing Finance Agency will be conducted pursuant to California Government Code Section 11120-11132.

PLEASE NOTE:

- All open session meetings of the CalHFA Board of Directors are recorded and posted online for public access.
- Members of the public may attend the meeting in person or view the meeting live via webcast.
- By addressing the Board, you agree to being recorded and broadcast on video.
- All meeting agendas, notices, and materials are posted on the [Board Meeting](#) section at www.calhfa.ca.gov.

HOW TO VIEW THE MEETING via Livestream:

For those who only wish to watch the meeting, the webcast is available to view live by clicking on the link found on the meeting notice and agenda.

HOW TO PROVIDE COMMENTS

In-Person Public Comments:

The public is encouraged to comment on any item on the agenda. Comments will be taken during the Public Comment portion of the meeting. If you are attending the meeting in-person and would like to make a public comment, please follow these guidelines:

- Fill-out a speaker's card located on the meeting materials table
- Speaker cards will be collected by staff prior to the public comment portion of the meeting
- The Board Chair will recognize you when it is your turn to speak
- Time is limited; please keep your comments concise, no more than two minutes long

eComments:

Written comments should be emailed to feedback@calhfa.ca.gov in advance of the meeting, up until 5:00 p.m. the day before the meeting.

Please include the following information with your comment:

- Your first and last name (not required, you may submit without identifying yourself).
- The agenda item you are commenting on.
- Written comments will be shared with the Board and will become part of the meeting's official record.

CALHFA COVID-19 GUIDANCE:

If you are planning to attend the CalHFA Board meeting in-person, please follow these guidelines:

- Stay home if you're sick. If you're not feeling well, please stay home. If you think you may have been exposed to COVID-19, monitor your [symptoms](#) and self-isolate.
- If you have an exposure or symptoms, please consider taking an at-home test or obtain a PCR test at a testing site or a health care facility. If you test negative on an at-home test but have COVID-19 symptoms, test again with an at-home test in 24-48 hours or obtain a PCR test.
- If you have tested positive you should stay home at least five days AND until your fever and symptoms are improving. Test with an at-home test at or after day five to confirm you are no longer infectious.
- Get vaccinated and boosted. All COVID-19 vaccines currently available in California are safe and effective at preventing serious illness from COVID-19. Vaccination will protect you and those you love. All Californians ages 5+ should get vaccinated. Those eligible should get boosted. To get vaccinated or boosted visit [MyTurn](#).
- If you have or live with someone who has a weakened immune system or is at [increased risk for severe disease](#), you might choose to wear a mask in all indoor public settings regardless of the level of transmission in your area.
- California strongly recommends that everyone, regardless of vaccination status, wear a mask in all indoor public settings. And always choose a good mask. A KN95, KF94, or N95 that fits well is best, or a surgical mask with a cloth mask on top is also a good option. See [Get the Most Out of Masking](#) for additional tips and resources.
- Sign up for CA Notify. If you have a smartphone, sign up for [CA Notify](#), California's exposure notification tool. If you've been exposed to COVID-19, you'll get an alert and additional information on testing and next steps.

The California Housing Finance Agency (CalHFA) complies with the Americans with Disabilities Act by ensuring that the meeting facilities are accessible to persons with disabilities and providing this notice and information in appropriate alternative formats when requested.

If you need further assistance to access and participate in a CalHFA Board meeting, including disability-related modifications or accommodations, you may contact CalHFA no later than five calendar days before the meeting at (916) 326-8092.