



# City of Santa Clara

## Meeting Minutes

### Governance and Ethics Committee

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11/21/2019

3:00 PM

City Hall – Council Chambers  
1500 Warburton Avenue  
Santa Clara, CA 95050

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#### CALL TO ORDER AND ROLL CALL

**Present** 3 - Chair Teresa O'Neill, Member Kathy Watanabe, and Member Lisa M. Gillmor

**Absent** 1 - Member Debi Davis

#### CONTINUANCES/EXCEPTIONS

[19-1224](#) Defer the Boards, Commission and Committees Policy Report to the First 2020 Quarterly Governance and Ethics Committee Meeting

**Recommendation:** Defer the Boards, Commissions and Committees Policy Report to the First 2020 Quarterly Governance and Ethics Committee Meeting

**It was moved by Member Gillmor, seconded by Member Watanabe, and unanimously carried that, the Committee defer the Boards, Commissions, and Committees policy report to the first 2020 quarterly Governance and Ethics Committee meeting.**

**Aye:** 3 - Chair O'Neill, Member Watanabe, and Member Gillmor

**Absent:** 1 - Member Davis

#### CONSENT CALENDAR

[19-1323](#) Governance and Ethics Committee Minutes of October 24, 2019

**Recommendation:** Approve the Governance and Ethics Committee minutes of October 24, 2019.

**It was moved by Member Gillmor, seconded by Member Watanabe, and unanimously carried that, the Committee approve the Governance and Ethics Committee minutes of October 24, 2019.**

**Aye:** 3 - Chair O'Neill, Member Watanabe, and Member Gillmor

**Absent:** 1 - Member Davis

## **PUBLIC PRESENTATIONS**

**Catalyze SV Executive Director Alex Shoor spoke on Catalyze SV's Cultivating Community initiative.**

## **GENERAL BUSINESS**

1. [19-1324](#) Discussion and Action on Proposed Framework for the January 30-31, 2020 Council Priority Setting Session

**Recommendation:** That the Governance and Ethics Committee review the proposed framework for the January 2020 Priority Setting Session and provide feedback.

**Shawn Spano presented on the updated proposed framework for the 2020 Council Priority Setting Session. The Committee provided feedback during the discussion, as well as inquired if the afternoon of Day 2 of the 2020 Council Priority Setting Session can be reserved for spillovers from Day 1.**

2. [19-1321](#) Report from City Attorney on Taking Action by Council Consensus

**It was moved by Member Gillmor, seconded by Member Watanabe, and unanimously carried that, the Committee move this item the December 3, 2019 City Council meeting.**

**Aye:** 3 - Chair O'Neill, Member Watanabe, and Member Gillmor

**Absent:** 1 - Member Davis

3. [19-1322](#) Council Policy Manual 2019 Update

**Staff provided a summary of the 2019 work effort around the Council Policy Manual and reported that they plan to continue Council Policy Manual updates as part of the 2020 workplan. Member Gillmor suggested that a policy on Council absences be added to the 2020 workplan. Chair O'Neill commented that the Ethics Committee historically reviewed the Campaign Ordinance or if any changes were needed for the upcoming election. With the consolidation the Governance Committee and Ethics Committee, Chair O'Neill inquired if there was any action needed from the Committee before the next election cycle. Member Gillmor requested that the City Clerk attend the first quarter meeting to discuss the Dark Money Ordinance and any issues related to the 2020 Election.**

## **COMMITTEE MEMBERS REPORT**

**None.**

**ADJOURNMENT**

The meeting was adjourned at 3:57 p.m.