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Title: Approval of the 2020 Governance and Ethics Committee Workplan

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Attachments: 1. Proposed 2020 Governance and Ethics Committee Workplan

Date	Ver.	Action By	Action	Result
2/10/2020	1	Governance and Ethics Committee	Approved Staff Recommendation	Pass

REPORT TO GOVERNANCE AND ETHICS COMMITTEE

SUBJECT

Approval of the 2020 Governance and Ethics Committee Workplan

BACKGROUND

The Governance and Ethics Committee (Committee) was established by Council action on February 5, 2019, to consolidate the Governance Committee, Ethics Committee, and the Facilities Naming and Honorary Recognition Ad Hoc Committee. The Committee focuses on the refinement or establishment of policies and procedures regarding City Council operations, general good government practices, and implementation of the City's Code of Ethics & Values program. The Committee is also responsible for reviewing requests for City facility naming and honorary recognitions.

DISCUSSION

To better pace and establish the expected workload for 2020, City staff has worked with the Committee Chair to develop a proposed workplan (Attachment 1) for the Committee's quarterly meetings. Proposed workplan items include review of naming recommendations for various City buildings and facilities; work effort around the 2020 elections/ethics, Dark Money Ordinance; and continued Council Policy Manual review and revisions.

Staff has identified several Council policies for review in 2020 including:

- Council Policy 006 - Guidelines for Commissioners for Attendance at Conferences and Training Events
- Council Policy 007 - Citizen Complaints Addressed to the City Council
- Council Policy 020 - Proclamations
- Council Policy regarding Council Attendance
 - This policy is being added after being identified as a policy of interest by the Committee at the November 21, 2019 meeting.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact to the City other than administrative staff time.

PUBLIC CONTACT

Public contact was made by posting the Governance and Ethics Committee agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Approve the 2020 Governance and Ethics Committee Workplan.

Reviewed by: Genevieve Yip, Staff Analyst I

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Proposed 2020 Governance and Ethics Committee Workplan