

City of Gilroy
Open Government Commission Special Meeting Minutes
Thursday, May 11, 2023 | 5:30 PM

1. **CALL TO ORDER**

The Meeting was called to order by Chair Bentz at 5:30 PM.

2. **ROLL CALL**

Attendance	Attendee Name
Present	Terence Fugazzi, Commissioner Jessica Irwin, Commissioner Shayne Somavia, Commissioner Karen Enzensperger, Vice-Chair Diana Bentz, Chair
Absent	None

3. **PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION**

3.1. **Public Comments by Members of the Public on Items not on the Agenda but within the Commission's Subject Matter Jurisdiction**

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

4. **CONSENT CALENDAR**

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Motion: Adopt the Consent Calendar.

RESULT: Pass

MOVER: Shayne Somavia, Commissioner

SECONDER: Terence Fugazzi, Commissioner

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia,
Vice-Chair Enzensperger, Chair Bentz

4.1. **Approval of the February 9, 2023 Regular Meeting Minutes A**

motion was made to approve the minutes.

4.2. **Approval of April 6, 2023 Special Meeting Minutes**

A motion was made to approve the minutes.

5. **UNFINISHED BUSINESS**

5.1. **City Council Correspondence Samples**

City Administrator Forbis stated that the Assistant to the City Administrator will create an example for the Commission and provide it at the next commission meeting.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

5.2. **Open Government Ordinance Old Training Video**

City Administrator Forbis and City Clerk Pham provided staff presentations and responded to Commissioner questions. City Clerk Pham suggested producing the video with staff during the summer with members of the commission. Commissioner Irwin expressed interest in leading the charge of producing the video with staff.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Motion: Assign Commissioner Irwin to work with staff on a new version of the Open Government Ordinance Training video.

RESULT: **Pass**

MOVER: Diana Bentz, Chair

SECONDER: Karen Enzensperger, Vice-Chair

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

5.3. **Open Government FAQ**

City Administrator Forbis reminded the Commissioners that the commission expressed interest in creating a subcommittee about the five FAQs discussed at the last meeting:

- 1) What is the Open Government Ordinance?
- 2) How do you get the webpage in different languages?
- 3) What are the top categories requested for information?
- 4) How do I join a commission?
- 5) How did the Open Government Ordinance start?

Commissioner Fugazzi and Somavia expressed interest in serving on the subcommittee.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Motion: Form an FAQ subcommittee presided by Commissioners Somavia and Fugazzi.

RESULT: **Pass**

MOVER: Diana Bentz, Chair

SECONDER: Shayne Somavia, Commissioner

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

5.4. **OGO Workplan FY 24 and FY 25**

City Administrator Forbis reported that he will be releasing the budget to Council on May 12, 2023, and the public will receive it a week later. He further stated that once Council adopts the budget, the commission will work on hybrid meetings at the next regular meeting.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Commissioners Somavia and Irwin expressed interest in serving on the ad-hoc committee to look at how other cities are doing hybrid meetings.

Motion: Create an ad-hoc committee with Commissioners Somavia and Irwin to assess how other cities handle hybrid meetings.

RESULT: Pass

MOVER: Diana Bentz, Chair

SECONDER: Shayne Somavia, Commissioner

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia,
Vice-Chair Enzensperger, Chair Bentz

5.5. **OGO Training/Budget**

City Administrator Forbis provided staff presentation and responded to Commissioner questions. He also stated that the Brown Act Training is scheduled for the August 10th Regular Meeting, and the JEDI training is scheduled for November.

Discussion ensued between the commissioners about comportment.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

6. **NEW BUSINESS**

6.1. **Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (First Quarter, 2023)**

City Clerk Pham provided staff presentation and responded to Commissioner questions.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

6.2. **Discussion and Amending the 2023 Open Government Commission Meeting Schedule**

City Clerk Pham provided staff presentation and responded to Commissioner questions.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz

closed Public Comment.

Motion: Amend the 2023 Open Government Commission Meeting schedule to the following:

- Add a special meeting on June 22, 2023, at 5:30 PM, located in the Administration Conference Room
- Add a special meeting on November 2, 2023, at 5:30 PM, located in the Administration Conference Room
- Cancel the Thursday, November 9, 2023 Regular Meeting

RESULT: Pass

MOVER: Shayne Somavia, Commissioner

SECONDER: Karen Enzensperger, Vice-Chair

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

City Administrator Forbis provided an update about Police Department requesting to replace the body-worn cameras to the Council in the new budget.

Commissioner Fugazzi requested an update on Council's voting history report from the City Clerk. City Administrator Forbis recommended that the request should be from the commission to recommend to the City Council to provide a public voting record. Commissioner Fugazzi requested that this topic be agendized at the next meeting. The item received unanimous support.

Commissioner Fugazzi would like to see all Brown Act meetings to be video recorded and uploaded onto the City's website. City Administrator Forbis stated that he would investigate it and review it with the other boards and commission staff.

7. **ADJOURNMENT**

Chair Bentz adjourned the meeting at 6:30 PM.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Gilroy Open Government Commission of the City of Gilroy.

/s/Thai Nam Pham, CMC, CPMC
City Clerk