

**City of Gilroy
Open Government Commission
Special Meeting Minutes
Thursday, June 22, 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	Jessica Irwin, Open Government Commissioner Shayne Somavia, Open Government Commissioner Karen Enzensperger, Vice Chair Diana Bentz, Chair
Absent	Terence Fugazzi, Open Government Commissioner

Assistant to the City Administrator Atkins attended the meeting in lieu of City Administrator's absence.

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. UNFINISHED BUSINESS

4.1. City Council Correspondence Samples

Assistant to City Administrator Atkins provided a brief report and responded to Commissioner's questions.

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

The commission received the report.

4.2. Open Government Ordinance Old Training Video

Commissioners workshopped on ways to make new Open Government Ordinance videos.

The Commission came to a consensus to make videos on the following topics:

- Overall view of the Brown Act
- Email Correspondence
- Social Media Engagement
- Attending Events

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

The commission accepted the report.

4.3. Open Government FAQ

Commissioner Somavia provided an update on the item and responded to Commissioner's questions.

City Clerk Pham provided clarification on how commissioners could submit items to the Commission relating to an agenda item.

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

The commission accepted the report.

5. CITY ADMINISTRATOR'S UPDATE

Assistant to the City Administrator Atkins provided a brief update to the Commission and responded to their questions.

6. ADJOURNMENT

Chair Bentz adjourned the meeting at 6:00 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