

Sunshine Reform Task Force

Meeting Notes

July 6, 2006

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**SUNSHINE REFORM TASK FORCE
MEETING NOTES**

**Thursday, July 6, 2006
6:00pm – 8:00pm**

City Hall W-118/119

Present: Ken Podgorsek, United Neighborhoods of SCC; Ed Rast, Strong Neighborhoods Initiative PAC; Nanci Williams, San Jose/Silicon Valley Chamber of Commerce; Dan Pulcrano, Silicon Valley Leadership Group; Bobbie Fischler, League of Women Voters; Phaedra Ellis-Lamkins, South Bay Labor Council; Susan Goldberg, San Jose Mercury News; Judy Nadler, Markkula Center for Applied Ethics; Dave Zenker, Falls Creek Neighborhood Assoc.; Virginia Holtz, Willow Glen Neighborhood Assoc.; Joan Rivas-Cosby, Five Wounds/Brookwood Terrace Neighborhood Advisory Committee; Blanca Alvarado, Former Councilmember/Current Member of the Board of Supervisors; Karl Hoffower, Citizens Commission on Human Rights; Brenda Otey, At-Large Representative.

Absent: Blanca Alvarado, Former Councilmember/Current Member of the Board of Supervisors; Clark Williams, Appeals Hearing Board.

Staff: Lee Price, City Clerk; Sandy Lee, Interim Deputy City Manager; Tom Manheim, Public Outreach Manager; Sheila Tucker, City Manager's Office; Eva Terrazas, City Manager's Office/Redevelopment Agency.

Legal Counsel: Edward Davis, Attorney, Orrick Law Firm.

Click on the hyperlinks below to view graphic minutes from the meeting.

[Meeting Agenda](#)

I. [Establish a Decision Rule](#)

The Task Force discussed the criteria for the decision making process and unanimously agreed to utilize parliamentary procedures as defined by Robert Rules of Order.

Public Comment: Bob Brownstein, resident, asked when is a decision final under the parliamentary procedures of Roberts Rules of Order and encouraged the Task Force to consider maintaining flexibility in revisiting decisions.

II. [Establish a Process for Developing Agenda & Adding Items to the Agenda](#)

Upon a motion of Task Force member Phaedra Ellis-Lamkins, seconded by Ken Podgorsek, the Task Force unanimously agreed to elicit agenda items at the end of each meeting, set a timeline for addressing the items, and link the items to the work plan. In addition, no agenda items will be taken between meetings.

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Public Comment: James Chadwick, resident, encouraged the Task Force to establish a deadline for submittal of proposals with possible amendment of those proposals at a later date by majority or a super majority rule.

III. Establish Task Force Membership Policies (absence & departure)

Staff announced Clark Williams, the City's Board and Commission representative resigned on June 29, 2006 from the Sunshine Reform Task Force. Mr. Williams is running for the vacant District 6 seat on the San José City Council and is therefore ineligible to serve on the Task Force.

Upon the motion of Ken Podgorsek and seconded by Bobbie Fischler, the Task Force unanimously agreed to fill vacancies in any self nominating seat by requesting that the organization reappoint a representative, and to return to the original pool of names and randomly draw from the pool for a vacancy in a Mayor or Council nominated seat. The Task Force further directed the City Clerk to draw, at random, a new representative from the original pool of Council nominations for the vacant Board and Commission seat.

Action Item: Staff will present, for the Tasks Force's consideration, the absentee policy for City Boards and Commissions at the July 20, 2006 meeting.

Public Comment: None

IV. Establish Roles for Managing the Group's Process (chair, vice-chair, facilitation, etc. No discussion.

Public Comment: None

V. Establish Process for Managing Referrals No discussion.

A. Consider Request of Task Force Member Dan Pulcrano to Add and Discuss - "Document Preservation" Relative to Mayor, Mayoral Staff and Council

Public Comment: None

VI. Discuss Work Plan Development No discussion.

Public Comment: None

VII. Adopt a Meeting Schedule

The Task Force unanimously agreed to adopt the meeting schedule as proposed. The Task Force is scheduled to meet every other Thursday from 6:00-8:00 p.m. at San José City Hall in Room W-118-119 through December 22, 2006.

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Public Comment: None

VIII. [Next Agenda](#)

The agenda for the next meeting will include the following:

- A. Select a Chair/Vice Chair
- B. Establish a Policy for Task Force Absences (Staff)
- C. Discuss Reform Proposals and Identify Common Groupings (Staff)
- D. Establish a Task Force “Code of Conduct” (Judy Nadler)
- E. Develop a Work Plan
- F. Establish a Process/Protocols for Accepting Sunshine Reform Proposals
Once referral process is established, staff will add to the City’s web-site.

Action Item: *Staff will include the time allotted on discussion items for future agendas.*

Action Item: *Staff will evaluate the City Council approved reform proposals and discuss potential groupings.*

Action Item: *Judy Nadler will present a recommended Code of Conduct model at the next Task Force meeting.*

Click here to view items that were deferred to the [Parking Lot](#).

Public Comment: None

IX. Public Comment

James Chadwick, resident, suggested in regards to organizing a Work Plan that the Task Force, in addition to discussing records and verbal testimony in response to requests from the public, consider two additional groupings: ethics and enforcement. Mr. Chadwick also recommended developing a comprehensive work plan.

IV. Meeting Adjourned

The meeting adjourned at 8:17 p.m.