



# GILROY OPEN GOVERNMENT COMMISSION

THURSDAY, February 10, 2022

REGULAR MEETING MINUTES

## MEMBERS:

Chairperson Diana Bentz  
Vice Chair Karen Enzensperger  
Commissioner Matthew Carvalho  
Commissioner Rebecca Scheel  
Commissioner (Vacant)

**VIRTUAL MEETING**

## 1. CALL TO ORDER

The meeting was called to order at 7:01 PM by Chair Bentz. The Chair read aloud a statement announcing that the meeting was being conducted by teleconference pursuant to the extension of the Brown Act waivers provided for under Assembly Bill 361, as would subsequent meetings so long as the City Council could make findings that it was necessary in order to protect public safety and the Governor's declared emergency in effect.

## 2. ROLL CALL

**Present: 4** - Chair Diana Bentz  
Vice Chair Karen Enzensperger  
Commissioner Matthew Carvalho  
Commissioner Rebecca Scheel

## 3. REPORTS OF COMMISSION MEMBERS

Commissioner Scheel had nothing to report.

Vice Chair Enzensperger had nothing to report.

Commissioner Carvalho had nothing to report.

Chair Bentz reported about the Institute of Local Government webinar that was held on January 24<sup>th</sup>, 2022 and will provide the slides to the commissioners if requested.

#### 4. PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION

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

Chair Bentz open public comments.

There were no public comments.

There being no other public comments, Chair Bentz closed public comments.

#### 5. CONSENT CALENDAR (Reports attached)

5.1. Approval of the January 20, 2022 Special Meeting Minutes

**A motion was made by Commissioner Scheel, seconded by Commissioner Carvalho, to approve the minutes. The motion carried by the following vote:**

**Ayes: 4 -** Chair Bentz  
Vice Chair Karen Enzensperger  
Commissioner Matthew Carvalho  
Commissioner Rebecca Scheel

#### 6. UNFINISHED BUSINESS (Reports attached)

6.1. Commission Input on Training Budget for Fiscal Year 2021-22 (Continued Discussion from August 12, 2021 Meeting)

City Clerk Pham provided the staff report. City Clerk Pham and Assistant City Attorney Jolie Houston responded to the commissioner's questions.

Chair Bentz requested staff to investigate the cost of doing training with Best Best & Krieger. Assistant City Attorney Houston suggested to the commission that she and the City Clerk could provide training to the commission as well in tandem with the newly appointed board members and commissioners.

Public Comment: There was none.

**A motion was made by Vice Chair Enzensperger, seconded by Commissioner Carvalho, to receive the report. The motion carried by the following vote:**

**Ayes: 4 -** Chair Bentz  
Vice Chair Karen Enzensperger  
Commissioner Matthew Carvalho  
Commissioner Rebecca Scheel

## **7. NEW BUSINESS**

### **7.1. Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (Fourth Quarter, 2021)**

City Clerk Pham provided the staff report. City Clerk Pham and Assistant City Attorney Houston responded to the commissioner's questions.

Public Comment: There was none.

**A motion was made by Chair Bentz, seconded by Commissioner Scheel, to receive the report. The motion carried by the following vote:**

**Ayes: 4 -** Chair Bentz  
Vice Chair Karen Enzensperger  
Commissioner Matthew Carvalho  
Commissioner Rebecca Scheel

## **8. CITY CLERK'S REPORT**

### **8.1. Deputy City Clerk**

An update was provided to the Commission by City Clerk Pham.

### **8.2. Public Records Management System**

An update was provided to the Commission by City Clerk Pham.

City Clerk Pham notified that there is one open vacancy for the Open Government Commission with term ending on December 31, 2025. Recruitment period is open until the seat is filled by City Council.

Commissioner Scheel inquired about her previous request for an update from the January 20, 2022 Special Meeting requesting updates on hybrid meetings and Spanish translations and accessibility to Spanish speakers to those meetings. City Clerk Pham responded that there was no update at this time. Assistant City Attorney Houston notified that she and City Clerk Pham will provide an oral report to the commission regarding the status of the two in the next regular meeting.

## **9. CITY ATTORNEY'S REPORT**

No report was given.

## **10. FUTURE COMMISSION INITIATED AGENDA ITEMS**

There was none.

## **11. ADJOURNMENT**

The meeting was adjourned at 7:38 PM.

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

**/s/Thai Nam Pham  
Thai Nam Pam, City Clerk**

DRAFT