



DRAFT
Minutes of the Town Council Policy Committee Meeting
February 27, 2024

The Town Council Policy Committee of the Town of Los Gatos conducted a regular meeting on Tuesday, February 27, 2024, at 5:00 p.m.

MEETING CALLED TO ORDER AT 5:00 P.M.

ROLL CALL

Members Present: Chair/Council Member Maria Ristow and Vice Chair /Vice Mayor Matthew Hudes .

Staff Present: Laurel Prevetti, Town Manager; Katy Nomura, Assistant Town Manager; Gabrielle Whelan, Town Attorney; and Wendy Wood, Town Clerk.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Minutes of the January 23, 2023, Council Policy Committee Meeting.

There was no public comment.

MOTION: Motion by Vice Chair Hudes to approve the minutes. **Seconded** by Chair Ristow.

VOTE: Motion passed by a unanimous vote.

VERBAL COMMUNICATIONS

No one spoke.

OTHER BUSINESS

2. Discuss, Provide Direction, and Recommend to the Town Council Modifications to the Commission Appointment Policy 2-11.

Wendy Wood, Town Clerk, presented the staff report.

Opened public comment.

Karen Delaney

- Commented on concerns with the Commission interview process.

Closed public comment.

The Committee discussed the interview process and asked questions.

Staff provided responses.

After further discussion, the Committee suggested conducting future interviews with Council Members and applicants seated at the table in the Council Chambers and having each Commission interviewed as a group rather than as individual candidates. They also discussed implementing a time limit for answers to each question asked of a candidate. The Commission unanimously agreed to forward a recommendation to the Town Council to approve a Policy modification to add a two-minute time limit for answers.

3. Confirm 2024 Work Plan Items for the Council Policy Committee.

Laurel Prevetti, Town Manager, presented the staff report.

There was no public comment.

The Committee discussed the work plan and asked questions.

Staff provided responses.

The Committee recommended combining the following work plan items together:

- Review the Code of Conduct Policy Council sections addressing Council communications and enforcement; and
- Review the Brown Act and Council communications with regards to forums such as Democracy Tent, social media, and other meetings.

The Committee discussed reviewing the Code of Conduct discipline section after reviewing the communication section.

The Committee also recommended combining the following work plan items together:

- Review Menlo Park's labor negotiation process to see how it differs from Town, and determine if there is anything the Town could do to be more transparent;
- Consider Finance Commission recommendation to create a Public Input and Outreach in Labor Negotiations Policy Modeled after Menlo Park; and
- Consider Finance Commission recommendation for Council not to engage in confidential agreements with bargaining units that would prevent disclosure that would otherwise be properly disclosed under the Brown Act.

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DATE: March 19, 2024

In addition, the Committee recommended combining the following work plan items together:

- Review procedures for remote participation disruptions; and
- Receive an update on remote participation and evaluate the effectiveness of the current policy).

The Committee prioritized the items in the following order: Code of Conduct, taking the communication portion first; labor negotiations; and remote participation.

ADJOURNMENT

The meeting adjourned at 6:08 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the February 27, 2024, meeting as approved by the Town Council Policy Committee.

Wendy Wood, Town Clerk