Draft

City of Santa Clara

Meeting Minutes

Governance and Ethics Committee

03/03/2025	**10:00 AM**	**City Hall – Council Chambers** **1500 Warburton Avenue** **Santa Clara, CA 95050**

The City of Santa Clara is conducting Governance and Ethics Committee meetings in-person and continues to have methods for the public to participate remotely or in-person.

• Via Zoom: https://santaclaraca.zoom.us/j/98559951444
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Send email to mayorandcouncil@santaclaraca.gov by 10 a.m. one day before the date of the meeting. Those emails will be forwarded to Committee members and will be uploaded as supplemental meeting material.
Note: Emails received as public comment will not be read aloud during the meeting.

CALL TO ORDER AND ROLL CALL

Chair Jain called the meeting to order at 10:02 a.m.

Present 3 - Raj Chahal, Suds Jain, and Kevin Park

CONSENT CALENDAR

1.A 25-207 Approval of the December 2, 2024 Governance and Ethics Committee Meeting Minutes

Recommendation: Approve the minutes of the December 2, 2024 Governance and Ethics Committee Meeting

A motion was made by Member Chahal, seconded by Member Jain to approve the minutes for the December 2, 2024 Governance and Ethics Committee meeting.

Aye: 2 - Chahal, and Jain

Off Dias: 1 - Park

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. 25-219 Presentation by Outside Consultant of the Review of and Recommendations Regarding Existing City's Ethics Policies and Solicitation of Committee Input on Appropriate Next Steps (DEFERRED FROM DECEMBER 2, 2024)

Recommendation: Receive Consultant's Report and Provide Any Input to the Consultant's Recommendations

A presentation was made by **Morin I. Jacob, the San Francisco Office's Managing Partner, Liebert Cassidy Whitmore (Consultant)** for the City's existing Ethics Policies. The Consultant presented findings on their review and recommendations to the Committee. The Committee discussed the proposed revisions and provided feedback to the Consultant.

The Consultant summarized next steps which would include reviewing and finalizing the changes to the Ethics policies. The Consultant will provide the final changes to the policies and training materials and review with the City Attorney's Office and make any recommendations for updates.

3. 25-204 Discussion and Request for Direction on a Comprehensive City Charter Update Process for Presentation to the City Council

Recommendation: Review, discuss and provide direction on the proposed process for a Comprehensive City Charter Update for presentation to the City Council.

A motion was made by Member Jain, seconded by Member Park and approved to defer item to a future special Governance and Ethics Committee meeting.

4. 25-300 Discuss and Provide direction to Staff on a potential Council Policy that provides Guidance on the scheduled start times for City Council meetings

Recommendation: Discuss and Provide direction to Staff on a potential Council Policy that Provides Guidance on the scheduled Start times for City Council meetings, if any, for consideration by the City Council.

A motion was made by Member Jain, seconded by Member Park and approved to defer item to a future special Governance and Ethics Committee meeting.

5. 25-205 Review and Action on the 2025 Governance and Ethics Committee Workplan

Recommendation: Approve the 2025 Governance and Ethics Committee Workplan with any additional amendments.

A motion was made by Member Jain, seconded by Member Park and approved to defer item to a future special Governance and Ethics Committee meeting.

STAFF REPORT

None.

COMMITTEE MEMBER REPORTS / FUTURE REFERRALS

None.

ADJOURNMENT

Chair Jain adjourned the meeting at 12:30 p.m.

The next regular Governance and Ethics Committee meeting will be held on June 2, 2025 at 10 a.m. at Santa Clara City Hall. A special meeting will be scheduled to continue the remainder of the agenda.

MEETING DISCLOSURES

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If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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