



Executive Board Meeting Minutes

January 7, 2022 3:00 PM / Virtual Meeting via Zoom

[\[Click here\]](#) for meeting recording

Agenda in black / [Minutes in blue](#)

Executive Board Members

<i>President</i>	Hon. Chappie Jones	City of San José
<i>1st Vice President</i>	Hon. Margaret Abe-Koga	City of Mountain View
<i>2nd Vice President & LAC Chair</i>	Hon. Neysa Fligor	City of Los Altos
<i>Secretary-Treasurer</i>	Hon. Rich Constantine	City of Morgan Hill
<i>Past President</i>	Hon. Marico Sayoc	Town of Los Gatos
<hr/>		
<i>SCCMA Representative</i>	Sarah Zarate	City of San José

Discussion & action may be taken on any of the items below. Times are approximate.

WELCOME AND ROLL CALL – (Jones, 3:00 PM)

Executive Board Members Present: Jones, Abe-Koga, Fligor, Sayoc

Absent: Constantine

Others in attendance:

- Gary Baum, Legal Counsel
- Joanne Benjamin, Acting Executive Director
- Audin Leung, Board Clerk and Office Assistant
- Sarah Zarate, SCCCMA Representative

PUBLIC COMMENT

No public comment was given.

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision (e)(3) of Government Code Section 54956.9: (1 potential case - allegations of harassment, discrimination and retaliation)
2. PUBLIC EMPLOYEE APPOINTMENT
pursuant to Government Code Section 54957(b)(1) Title: (Acting Executive Director)

There were no actions to report from closed session.

OPEN SESSION

1. Consent Agenda

	<p>Motion to approve consent agenda by Sayoc. Seconded by Fligor. Motion adopted 4-0-0-1. AYES (4) Jones, Abe-Koga, Fligor, Sayoc NAYES (0) ABSTENSIONS (0) ABSENCES (1) Constantine</p>
1a.	Approval of November Executive Board of Directors Meeting Minutes
1b.	Receive November and December financial statements, if available
1c.	<ul style="list-style-type: none">i. Approval of Agreement with Joanne Benjamin for a not to exceed the amount of \$50,000 to serve as Acting Executive Directorii. Appointment of Joanne Benjamin as Acting Executive Director
1d.	Adoption of Resolution to Continue Meeting Exclusively Over Zoom
1e.	Approval of invoices to be paid: <ul style="list-style-type: none">i. <u>Environmental Science Associates</u> – \$2526.25 (October) and \$5,675.00 (November) for YTD total of \$176,573.75ii. <u>Logan & Powell LLP</u> – \$4,565.00 (November)iii. <u>Kramer Investigations</u> – \$3,128.00 (November)
2.	Regional Early Action Planning (REAP) Grant
	<p>Consideration of approving REAP grant for \$615,000 including a 5% administrative fee for the Planning Collaborative. (tentative presentation from B+D Planning)</p> <p>Motion by Fligor to approve REAP grant agreement as presented. Seconded by Sayoc. 2</p> <p>AYES (4) Jones, Abe-Koga, Fligor, Sayoc NAYES (0) ABSTENSIONS (0) ABSENCES (1) Constantine</p>
3.	2022 CASCC Calendar
	<p>Motion by Sayoc to approve proposed 2022 calendar with an amendment of moving the May City Selection Committee meeting to April and cancelling the May</p>

Legislative Action Committee to accommodate the May General Membership Event. Seconded by Abe-Koga. Motion adopted 4-0-0-1.

AYES (4) Jones, Abe-Koga, Fligor, Sayoc
NAYES (0)
ABSTENSIONS (0)
ABSENCES (1) Constantine

4. Goal Setting

Motion to approve proposed vision and goals document by Sayoc. Seconded by Abe-Koga. Motion adopted 4-0-0-1.

AYES (4) Jones, Abe-Koga, Fligor, Sayoc
NAYES (0)
ABSTENSIONS (0)
ABSENCES (1) Constantine

5. January Board of Directors Meeting Agenda

Motion by Fligor to approve proposed agenda with amendment of removing LifeMoves agenda item. Seconded by Sayoc. Motion adopted 4-0-0-1.

AYES (4) Jones, Abe-Koga, Fligor, Sayoc
NAYES (0)
ABSTENSIONS (0)
ABSENCES (1) Constantine

Discuss and approve agenda for the January Board of Directors meeting

Proposed agenda:

7:00-7:05 Roll Call & Consent Agenda

- i. Financial report, if available
- ii. Minutes

7:05-7:25 Goal Setting

7:25-7:35 2022 Calendar

7:35-7:55 Planning Collaborative Update

- i. REAP Grant
- ii. Update on SB 9

7:55-8:05 LifeMoves (tentative)

8:05-8:35 Board Member Development: Managing Social Media

6. Santa Clara County City Managers Association (SCCCMA) Update (Zarate)
7. Executive Director Update

ADJOURNMENT

Respectfully submitted,



Audin Leung
Board Clerk

Minutes approved 4-0-0-1 at Executive Board meeting on February 4, 2022.
Motion to approve consent agenda by Sayoc. Seconded by Fligor.

AYES (4) Abe-Koga, Jones, Sayoc, Fligor
NAYES (0)
ABSTENSIONS (0)
ABSENCES (1) Constantine