

## Legislation Details (With Text)

<b>File #:</b>	20-844	<b>Version:</b>	1
<b>Type:</b>	Strategic Support	<b>Status:</b>	Agenda Ready
<b>File created:</b>	7/27/2020	<b>In control:</b>	City Council
<b>On agenda:</b>	8/11/2020	<b>Final action:</b>	
<b>Title:</b>	Improvements to the Public Engagement Process in City Council, Council Committees and Other City Public Meetings.		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Memorandum, 2. Supplemental Memorandum, 3. Letters from the Public		

Date	Ver.	Action By	Action	Result
8/11/2020	1	City Council		

### Improvements to the Public Engagement Process in City Council, Council Committees and Other City Public Meetings.

As recommended by the Rules and Open Government Committee on June 24, 2020:

- (a) Visually display the agenda item number and title on Zoom or any other platforms that host public meetings and remain visible until the item is finalized;
- (b) The Meeting Chair to verbally announce the agenda item name and number during the following times: a. At the start, prior to discussion on any item b. Before starting public comment;
- (c) Provide visual directions regarding access to closed captions on Zoom and other platforms that host the City of San José's public meetings;
- (d) After the vote on an agenda item, visually display on Zoom and other platforms that host San José's public meetings a statement of the final motion (with amendments) and the voting results;
- (e) Use best practices for translation services and analyze existing effective solutions to do the following:
  - (1) A statement regarding translation services will be made before each item on Zoom and other platforms that host San José's public meetings;
  - (2) Visually display a statement in English, Spanish and Vietnamese on Zoom and other platforms that host San José's public meetings and explore a Spanish and Vietnamese translation option as part of their broadcast and as standard practice;
  - (3) Meeting agendas and packet information should be translated as a standard practice.
- (f) Participants shall be given full opportunity to make public comment, taking into account virtual latency time. The Meeting Chair shall provide adequate time (e.g. 30 seconds) after naming the person who appears to be the last in the speaker queue before proceeding to the debate of the body;
- (g) Issues regarding housing and COVID policies should be agendaized for evening council sessions to ensure

more essential workers and families can participate.

CEQA: Not a Project, File No. PP17-008, General Procedure and Policy Making resulting in no changes to the physical environment.(Perez)

[Rules Committee referral 6/24/2020 - Item G.7]