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DRAFT REGULAR MEETING MINUTES  
February 13, 2018

**I. Call to Order & Orders of the Day**

**Roll Call**

PRESENT: Chair Lydia Lacy, Vice Chair Denise Belisle, Commission Members Michellé Jones-Roberts, Albert Rios, Quynh Ho, Kenneth Kelly, Mary B. Gloner, and Omar Teutle.

ABSENT: Commission Members Linda Stone (excused), Ruben Valles, Jr. (excused), and Ben Mazzone (excused).

STAFF: Deputy City Clerk Elaine Trinh

**Call to Order and Orders of the Day**

Chair Lydia Lacy convened the Council Appointment Advisory Commission at 6:31 p.m. in Room T-1446 of City Hall, 200 E. Santa Clara Street, San José, CA 95113.

**II. Election of Chair and Vice Chair**

Action: Upon a motion by Commission Member Gloner, seconded by Vice Chair Belisle, and carried unanimously, Commission Member Lacy was appointed to Chair. (6-0-5. Absent: Kelly, Stone, Valles, Mazzone, Teutle.)

Commission Member Kelly entered at 6:32 p.m.

Upon a motion by Commission Member Gloner, seconded by Commission Member Ho, and carried unanimously, Commission Member Belisle was appointed to Vice Chair. (6-1-0-4. Abstain: Kelly; Absent: Stone, Valles, Mazzone, Teutle.)

Chair Lydia began to chair the meeting.

**III. Public Record**

There was no public record on file.

**IV. Public Comment**

There was no public testimony on the floor.

## V. Consent Calendar

- A. Approve the Minutes for the Special Meeting of November 14, 2017

Documents Filed: Draft Minutes for the November 14, 2017 Special Meeting.

Action: Upon a motion by Vice Chair Belisle, seconded by Commission Member Jones-Roberts, and carried unanimously, the Commission approved the Consent Calendar. (7-0-4. Absent: Stone, Valles, Mazzone, Teutle.)

## VI. Reports and Information Only

- A. Spring 2018 Recruitment
  1. Vacancy Flyer
  2. Recruitment Calendar
- B. Clean Energy Community Advisory Commission Update
- C. Neighborhoods Commission Update
  1. Supplemental Memorandum
  2. Interview Questions for Neighborhoods Commission
- D. Boards and Commissions Recognition Event 2018
  1. Tuesday, May 8, 2018 at City Hall Rotunda

Documents Filed: City of San José Board and Commission Vacancy Flyer; City of San José Boards and Commissions 2018 Spring Recruitment Calendar; Memorandum regarding Clean Energy Community Advisory Commission Appointments from Toni J. Taber, CMC, City Clerk dated January 12, 2018; Memorandum regarding Boards and Commissions Appointments from Toni J. Taber, CMC, City Clerk dated December 1, 2017; Supplemental Memorandum regarding Boards and Commissions Appointments from Toni J. Taber, CMC, City Clerk dated December 18, 2017; and Council Appointment Advisory Commission Neighborhoods Commission Interview Questions.

Deputy City Clerk Elaine Trinh provided additional details. Commission discussion ensued.

Commission Member Teutle entered at 6:44 p.m.

## VII. Old Business

- A. Discussion and Possible Adoption of Interview Questions

Deputy City Clerk Elaine Trinh provided additional details. Commission discussion ensued.

Action: Upon a motion from Commission Member Kelly, seconded by Vice Chair Belisle, and carried unimously, the Commission directed staff to draft a letter to other Boards and Commissions. (9-0-3. Absent: Stone, Valles, Mazzone.)

**VIII. New Business**

There was no new business.

**IX. Meeting Schedule and Agenda Items**

*The next regular meeting will be May 8, 2018 at 6:30 p.m., T-1446.*

Action: Upon a motion from Commission Member Jones-Roberts, seconded by Chair Lacy, and carried unimously, the Commission cancelled the next regular meeting and rescheduled for Thursday, May 10, 2018 at 5:30 p.m. in Tower-1446. (8-0-3. Absent: Stone, Valles, Mazzone.)

**X. Adjournment**

The meeting was adjourned at approximately 7:00 p.m.