

**ZONE 7 BOARD OF DIRECTORS
ADMINISTRATIVE COMMITTEE**

**Wednesday, July 8, 2015
3:00 p.m.**

Location: Boardroom
Zone 7 Administration Building
100 North Canyons Parkway
Livermore, CA 94551

Director Figuers
Director Quigley
Director Ramirez Holmes

A G E N D A

1. Public Comment
2. Proposed One-Year Trial Program to Increase Transparency of Board Meetings
3. Verbal Reports
4. Adjournment



DRAFT FOR ADMINISTRATIVE COMMITTEE DISCUSSION July 8, 2015

ORIGINATING SECTION: Administration

CONTACT: Jill Duerig

AGENDA DATE: July 15, 2015

ITEM NO.

SUBJECT: Proposed One-Year Trial Program to Increase Transparency of Board Meetings

SUMMARY:

- Over the past several years, both the board and various committees have discussed the possibility of televising board meetings.
- As a result, staff did a high-level review of what other special districts might do that could provide increased transparency for meetings.
- A survey completed by DSRSD indicated that there are a few special districts that video tape their meetings and then post on YouTube.
- This is an inexpensive approach that has saved time and allowed more flexibility for the agency in preparing minutes and timing meetings.
- As a result, staff is recommending that the committee consider the possibility of a one-year trial that includes: video-recording board meetings, posting those video-recordings within 48 hours, moving the start time of board meetings to 6:00 p.m. and adjusting minutes to be more summary, in nature, since the full meeting will be available on line.

FUNDING:

No funding requested at this time.

RECOMMENDED ACTION:

Adopt the attached resolution which amends the "Guiding Principles for Board Members."

ATTACHMENTS:

Resolution

2012 DSRSD Survey results of comparable agencies that may televise board meetings

ZONE 7
ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS

RESOLUTION NO.

INTRODUCED BY
SECONDED BY

Approving One-Year Trial Video-Recording of Board Meetings

WHEREAS, several of the Board members have expressed an interest over the last year in expanding access to board meetings via video recording; and

WHEREAS, as a result, staff have researched the matter and have now developed a proposed one-year trial that includes video-recording board meetings, posting those video-recordings within 48 hours, moving the start time of board meetings to 6:00 p.m. and adjusting minutes to be more action-based (shorter), in nature, since the full meeting will be available on line;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Zone 7 of the Alameda County Flood Control & Water Conservation District hereby approves the one-year trial program as outlined by staff.

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

I certify that the foregoing is a correct copy of a Resolution adopted by the Board of Directors of Zone 7 of the Alameda County Flood Control and Water Conservation District on July 15, 2015

By: _____
President, Board of Directors

DWRSD's 2012 SURVEY OF COMPARABLE AGENCIES THAT MAY TELEVISION THEIR PUBLIC MEETINGS

Agency	Board/City Council Meeting Frequency	Length of Meeting (Average)	Televised/ Webcast	Provider	Recurring Costs per meeting	Contact City Clerk/PIO	Overall Comments
Dublin, City of	2 Reg Mtgs/mo., 1st & 3rd Tues @ 7 PM		Televised	Tri-Valley Community Television Cable TV28	\$200	City Clerk Caroline Soto (925) 833-6650	After an initial capital improvement of \$80,000 to their Boardroom, Dublin budgets \$10-12,000 annually to televise Council meetings; via webcast, staff can watch live mtg and work at desk until their item comes up.
Pleasanton, City of	2 Reg Mtgs/mo., 1st & 3rd Tues @ 7 PM		Televised Webcast*	Tri-Valley Community Television Cable TV29	\$400	City Clerk Karen Diaz (925) 931-5027	
San Ramon, City of	2 Reg Mtgs/mo., 2nd & 4th Tues @ 7 PM		Televised	Tri-Valley Community Television Cable TV29	\$200	City Clerk Patricia Edwards (925) 973-2537	Pay an additional \$150 and they'll get the meeting on TV within 48 hours
Livermore, City of	2 Reg Mtgs/mo., 2nd & 4th Mon @ 7 PM		Televised	Tri-Valley Community Television Cable TV29		City Clerk Susan Neer (925) 960-4211	
San Jose, City of	4 Reg Mtgs/mo., Every Tues @ 1:30 PM & 7:00 PM		Televised	Civic Center San Jose Television Cable TV26		City Clerk Lee Price (408) 535-1260	
San Leandro, City of	2 Reg Mtgs/mo., 1st & 3rd Mon @ 7 PM		Audio recording streamed via web	Currently provide audio recordings of Council meetings. Just received \$40,000 to outfit City Hall to televise meetings		City Clerk Marian Handa (510) 577-3367	
Santa Clara Valley Water District	2 Regular Mtgs/mo., 2nd & 4th Tues @ 9:30 AM (average 4 to 5 meetings total)	4 Hours	Webcast	Granicus - 3 part package integrates agendas (initially used Questus for agenda prep and records mgt), records mgt, and audio/video of meeting		Deputy Clerk of the Board Camille Tavian (408) 265-2607	Granicus is extremely responsive. They provide great customer service. They assume people watch, instead of attending the meetings in person. IT would have data.
Palo Alto, City of	3 Reg Mtgs/mo., 1st three Mon @ 7 PM		Webcast			City Clerk Donna Grider (650) 329-2571	
Hayward, City of	2 Reg Mtgs/mo., 1st & 3rd Tues @ 7 PM		Webcast			City Clerk Miriam Lens (510) 583-4401	
Alameda County Water District	1 Reg Mtg/mo., 2nd Thurs @ 6 PM		None			Frank Jahn (925) 668-4209	
Zone 7 Water District	1 Reg Mtg/mo., 3rd Wed @ 7 PM		None			Boni Brewer	
Oro Loma Sanitary District	2 Reg Mtgs/mo., 1st & 3rd Tues @ 3 PM		None			Andrea Simone (510) 481-6973	
Delta Diablo Sanitation District	1 Reg Mtg/mo., 2nd Wed @ 5:30 PM		None			Angela Lowry	
Contra Costa Water District	2 Reg Mtgs/mo., 1st & 3rd Wed @ 6:30 PM		None			Jim Freschi (925) 688-8175	
Central Contra Costa Sanitary District	2 Reg Mtgs/mo., 1st & 3rd Thurs @ 2 PM		None			PIO Michael Scahill (925) 229-7310	
Union Sanitary District	2 Reg Mtgs/mo., 2nd & 4th Mon @ 7 PM		None			PIO Michele Powell	
EBMUD	2 Reg Mtgs/mo., 2nd & 4th Tues @ 1:15 PM		None			Lynelle Lewis, Board Secretary	

* Webcast is a media file distributed over the internet using streaming media technology to distribute a single content source to many simultaneous listeners/viewers.
Televise is to broadcast via television.