



DATE: June 7, 2021

TO: Mayor Robinson and City Councilmembers

FROM: Kathryn Gerla, City Attorney, 452-7220  
Charmaine Arredondo, City Clerk, 452-6466

SUBJECT: Open Government Training – 2021 update

---

State law requires that all elected officials and members of governing bodies of public agencies receive refresher training at least every four years on the requirements of the Open Public Meetings Act, the Public Records Act, and record retention laws. The City Council last received refresher training on June 26, 2017.

This evening, Jessica Skelton and Matt Segal from the Pacifica Law Group will provide Council the required refresher training and answer any questions Councilmembers may have. Ms. Skelton and Mr. Segal are partners with Pacifica Law Group. They provided the previous Council training in 2017 and have extensive experience with open government and public records requirements.

Tonight's training will satisfy state law requirements for refresher training and is being conducted within the required timeframe. Similar training for boards and commissions members will be scheduled later in the fall to satisfy the requirement for boards and commissions.

Tonight's presentation is for information only, no action is being sought from Council.