



POLICY AND SERVICES COMMITTEE ACTION MINUTES

Special Meeting
Tuesday, March 28, 2017

Chairperson Wolbach called the meeting to order at 6:05 P.M. in the Community Meeting Room, 250 Hamilton Avenue, Palo Alto, California.

Present: DuBois, Kniss arrived at 6:09 P.M., Kou, Wolbach (Chair)

Absent:

Agenda Items

1. Discussion of the Fraud, Waste, and Abuse Hotline.

MOTION: Council Member DuBois moved, seconded by Vice Mayor Kniss to recommend the City Council review and accept:

- a) Proposed changes to the City Employee Fraud, Waste and Abuse Hotline Administration Policy; and
- b) Provide direction to the City Auditor regarding methods for advertising the hotline to City employees, including providing information regarding what is an appropriate use of the hotline and the type of questions or concerns that should be addressed through another means.

INCORPORATED INTO THE MOTION WITH THE CONSENT OF THE MAKER AND THE SECONDER to include "or contractor" in Objective 1, Paragraph 2 of the Staff Report: "City employees who have specific information that other City employees or contractors, have engaged in fraud..."

MOTION RESTATED: Council Member DuBois moved, seconded by Vice Mayor Kniss to recommend the City Council review and accept:

- a) Proposed changes to the City Employee Fraud, Waste and Abuse Hotline Administration Policy; and

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- b) Provide direction to the City Auditor regarding methods for advertising the hotline to City employees, including providing information regarding what is an appropriate use of the hotline and the type of questions or concerns that should be addressed through another means; and
- c) Include "or contractor" in Objective 1, Paragraph 2 of the Staff Report: "City employees who have specific information that other City employees or contractors, have engaged in fraud..."

MOTION PASSED: 4-0

Future Meetings and Agendas

ADJOURNMENT: Meeting adjourned at 7:09 P.M.