



POLICY AND SERVICES COMMITTEE ACTION MINUTES

Regular Meeting
June 8, 2021

The Policy and Services Committee of the City of Palo Alto met on this date in virtual teleconference at 7:01 P.M.

Present: Kou, Stone, Tanaka

Absent:

Agenda Items

1. Review and Approval of the Office of the City Auditor's Fiscal Year (FY) 2022 Task Orders.

MOTION: Chair Kou moved, seconded by Council Member Stone to forward the corresponding report to the City Council on the Consent Calendar and approve the following Task Orders, identified in the Audit Plan Report:

- A. FY22-001 – Citywide Risk Assessment
- B. FY22-002 – Annual Audit Plan
- C. FY22-003 – Financial Audit
- D. FY22-005 – Various Tasks (including periodic reporting, fraud/waste/abuse hotline, office administrative functions)

MOTION PASSED: 3-0

2. Receive an Update on Recent Race and Equity Work Since March Including an Update on a Records Management System (RMS) Contract for Police Data Collection and Provide any Recommendations on the City's Race and Equity Work.

NO ACTION TAKEN

3. Council Retreat Referral to Discuss Possible Edits, Changes, or Updates to the City Council Procedures and Protocols Handbook.

ACTION MINUTES

MOTION: Chair Kou moved, seconded by Council Member Stone to recommend that the City Council hires a consultant to cleanup and reformat the handbook to improve readability and ease of use for City Council Members, Staff and the public.

MOTION PASSED: 2-1 Tanaka no

Adjournment: The meeting was adjourned at 9:18 P.M.