

CITY OF VENTURA  
APPOINTMENTS RECOMMENDATION COMMITTEE AGENDA

Liz Campos, Member  
Bill McReynolds, Chair  
Jim Duran, Vice-Chair

Michael MacDonald, City Clerk

**MINUTES**

**THURSDAY, JULY 6, 2023**

**SPECIAL MEETING – 6:00 P.M.**

**COMMUNITY MEETING ROOM – CITY HALL – 501 POLI STREET,  
VENTURA, CA 93001**

*To submit written comments (up to 1,000 characters) for the Committee's consideration and inclusion in the public record, email [cityclerk@cityofventura.ca.gov](mailto:cityclerk@cityofventura.ca.gov) two hours before the meeting date, or by using the public comment form at [www.cityofventura.ca.gov/publicinput](http://www.cityofventura.ca.gov/publicinput). Please include the Agenda Item Number in the subject.*

*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Michael B. MacDonald, City Clerk, (805) 654-4787. The Committee may take action related to any subject listed on the Agenda.*

**CALL TO ORDER – SPECIAL SESSION – 6:00 p.m.**

**ROLL CALL**

**Present:** McReynolds, Campos, Duran

**Absent:** None

Chair McReynolds presiding

**PUBLIC COMMUNICATIONS**

**Public Speakers:** None

**FORMAL ITEMS:** *The public may comment on each item listed on the agenda for Formal Items as the item is taken up. Formal Items may be reordered at the discretion of the Chair. The public may speak up to three (3) minutes on each agenda item.*

1. [POLICY CONSIDERATION – Consequences for Harassment of City Employees by City Councilmembers](#) (referred by City Council on June 26, 2023)

Introduced by: Bill McReynolds, Councilmember, District 5  
Dr. Jeannette Sanchez-Palacios, Deputy Mayor, District 4  
Jim Duran, Councilmember, District 6

### **RECOMMENDATION**

We recommend that a policy be created to hold City Council Members accountable for their behavior towards City Employees. To that end it is recommended that the Appointments and Recommendation Committee (ARC) be tasked with creating a policy in cooperation with the Human Resources Department, City Attorney's and City Clerk's Offices to hold City Council Members accountable for their behavior when there has been accusations and findings of a Council Member's harassing behavior towards a City Employee. This new policy should be brought back for formal consideration and approval by the Monday, July 24, 2023 City Council meeting.

**Action:** No speakers. Discussion held. The committee directed the City Attorney to return with a draft policy that does the following: defines harassment including a citation to state law; sets the process for conducting an investigation with outside Council when a complaint is received; with sustained findings of harassment to censure the offending Councilmember, remove them from regional committees with the option of removal from City committees, require training with a length of time that mirrors state harassment training, and direct the City Manager to agendize the reappointment to committees after 90 days of compliance with the training requirement.

### **ITEMS FOR FUTURE AGENDAS**

- None

### **APPOINTMENTS RECOMMENDATION COMMITTEE AND STAFF COMMUNICATIONS**

## ADJOURNMENT

Adjourned at 8:03 p.m.

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I hereby certify that this is a true and correct record of the Appointments Recommendation Committee meeting held on July 6, 2023.

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Michael MacDonald, CMC  
City Clerk

DRAFT