

**Council Meeting: January 29, 2008****SUBJECT: Boards and Commissions Quarterly Attendance (Fall 2007)
Information Only****REPORT IN BRIEF**

A total of 37 hours of meetings were held by nine boards and commissions from Winter 2007 through Fall 2007. The attached attendance reports (Attachment A) identify board and commission members with substandard attendance, pursuant to either Sunnyvale Charter Section 1005 or Council Policy 7.2.19, and notes the Board of Building Code Appeals and Personnel Board did not hold regularly scheduled meetings.

BACKGROUND

The quarters covered in this report are as follows:

Winter 2007	January 1 – March 31, 2007
Spring 2007	April 1 – June 30, 2007
Summer 2007	July 1 – September 30, 2007
Fall 2007	October 1 – December 31, 2007

EXISTING POLICY

Council Policy 7.2.19 identifies attendance concerns as a member attending “less than 75 percent (regardless of whether excused or unexcused) of the regularly scheduled meetings OR two consecutive unexcused absences in 12 months”. This policy further states that if attendance issues are identified, the Mayor may send a letter requesting improved attendance (with a reminder of the City’s attendance requirements).

Section 1005 of the Charter states that if a member of a board or commission has three consecutive unexcused absences from regularly scheduled meetings, the Council will declare the member’s seat vacant.

DISCUSSION

During the period covered in this report, the following attendance concerns are brought to Council’s attention:

Those with attendance of less than 75 percent (regardless of whether excused or unexcused) of the regularly scheduled meetings are:

<u>Name</u>	<u>Board/Commission</u>	<u>Percentage of Attendance</u>
Andrea Stawicke	Bicycle and Pedestrian Advisory Committee	64%
Kimberly Stewart	Child Care Advisory Board	60%
Nancy McDonough	Heritage Preservation Commission	67%
Nirmala Vaidyanathan	Heritage Preservation Commission	40%
Gal Josefsberg	Housing and Human Services Commission	67%
Patrick Meyering	Housing and Human Services Commission	71%
Stephanie Saprai	Personnel Board	67%

Individual with two consecutive unexcused absences during this quarter:

<u>Name</u>	<u>Board/Commission</u>
None	

Pursuant to Council Policy 7.2.19, the Office of the City Clerk will prepare draft letters (for the mayor's consideration) addressed to those referenced above.

FISCAL IMPACT

There is no fiscal impact as a result of this report.

PUBLIC CONTACT

Public contact was made through posting of the Council agenda on the City's official notice bulletin board, posting of the agenda and report on the City's web page, publication of the Council agenda in the *San Jose Mercury News*, and the availability of the report at the Sunnyvale Library, Public Safety Lobby, Senior Center, Council Chambers Kiosk, Community Center and the Office of the City Clerk.

Reviewed by:

Robert Walker, Assistant City Manager
Prepared by: Janice Clark, Deputy City Clerk

Approved by:

Amy Chan
City Manager

Attachment

- A Compilation of Boards and Commission Attendance Reports
 (Winter 2006-Fall 2007)

**Quarterly Boards & Commissions Meeting Attendance Report
Winter 2007 through Fall 2007**

Arts Commission	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 2			Mtgs. 2			Mtgs. 3			Mtgs. 1			8			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Carney, Dixie	2	0	0	2	0	0	3	0	0	1	0	0	8	0	0	100%
Harper, Wallace*	2	0	0	2	0	0	*	*	*	*	*	*	*	*	*	
Martin-Milius, Tara**	**	**	**	**	**	**	3	0	0	1	0	0	4	0	0	100%
Obrey, Robert	2	0	0	2	0	0	3	0	0	1	0	0	8	0	0	100%
Meeting Hours	2.20			1.45			1.17			1.10						

*Resigned 2/2/07

**Term began 7-1-07

Bicycle and Pedestrian Advisory Committee	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 2			Mtgs. 3			Mtgs. 4			Mtgs. 2			11			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Durham, Ralph	2	0	0	3	0	0	3	1	0	1	1	0	9	2	0	82%
Grant, Patrick	2	0	0	3	0	0	2	2	0	2	0	0	9	2	0	82%
Jackson, Kevin	2	0	0	3	0	0	4	0	0	2	0	0	11	0	0	100%
Manitakos, James	1	1	0	3	0	0	4	0	0	2	0	0	10	1	0	91%
Mayer, Thomas*	1	1	0	2	1	0	3	1	0	2	0	0	*	*	*	
Stawicke, Andrea	2	0	0	2	1	0	2	2	0	1	1	0	7	4	0	64%
Warner, Richard	2	0	0	2	1	0	4	0	0	2	0	0	10	1	0	91%
Meeting Hours	3.50			5.50			9.50			5.50						

*Resigned 10-18-07

ATTACHMENT A

Board of Building Code Appeals	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD		
	Mtgs. 0			Mtgs. 0			Mtgs. 0			Mtgs. 0			0		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Faravelli, Ted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pal, Nick	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Walz, Patrick	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Meeting Hours	0			0			0			0			0		

Board of Library Trustees	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 2			Mtgs. 2			Mtgs. 3			Mtgs. 3			10			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Griffith, James	2	0	0	2	0	0	3	0	0	3	0	0	10	0	0	100%
Lilly, John	2	0	0	1	1	0	2	1	0	3	0	0	8	2	0	80%
Meagher, Kathleen	2	0	0	1	1	0	3	0	0	3	0	0	9	1	0	90%
Pathak, Narendra	2	0	0	2	0	0	2	1	0	3	0	0	9	1	0	90%
Shinseki, Dennis*	2	0	0	2	0	0	*	*	*	*	*	*	*	*	*	
Su, Ray "Zhan" **	**	**	**	**	**	**	3	0	0	3	0	0	6	0	0	100%
Meeting Hours	1.50			2.50			3.50			2.80						

*Appointed 12/13/06 & Term ended 6/30/07

**Term began 7/1/07

Child Care Advisory Board	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 2			Mtgs. 1			Mtgs. 1.			Mtgs.1			5			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Bosco, Carrie**	**	**	**	**	**	**	1	0	0	1	0	0	2	0	0	100%
Carmack, Angela****	2	0	0	1	0	0	****	****	****	****	****	****	****	****	****	
Khazeni, Manijeh	2	0	0	1	0	0	1	0	0	1	0	0	5	0	0	100%
Ozdemir, Hilal*	1	1	0	1	0	0	*	*	*	*	*	*	*	*	*	
Sell, Jacqueline	2	0	0	1	0	0	0	1	0	1	0	0	4	1	0	80%
Shea, Maxine	2	0	0	1	0	0	0	1	0	1	0	0	4	1	0	80%
Smith, Mary***	***	***	***	***	***	***	1	0	0	1	0	0	2	0	0	100%
Stewart, Kimberly	1	1	0	1	0	0	1	0	0	0	0	1	3	1	1	60%
Lisa Taiz	1	0	1	1	0	0	1	0	0	1	0	0	4	0	1	80%
Meeting Hours	3.00			2.00			1.30			2.00						

*Term ended 6/30/07

**Term began 7/1/07

***Term began 5/15/07

****Resigned 4-24-07

Heritage Preservation Commission	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 1			Mtgs. 1			Mtgs. 2			Mtgs. 1			5			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Fussell, Betty	1	0	0	1	0	0	2	0	0	1	0	0	5	0	0	100%
Hopkins, Dawn	1	0	0	1	0	0	1	1	0	1	0	0	4	1	0	80%
Kausek, Rose	1	0	0	1	0	0	2	0	0	1	0	0	5	0	0	100%
McDonough, Nancy**	**	**	**	**	**	**	2	0	0	0	1	0	2	1	0	67%
Stanek, Jeanine	1	0	0	1	0	0	2	0	0	1	0	0	5	0	0	100%
Tafel, Sherri*	1	0	0	0	1	0	*	*	*	*	*	*	*	*	*	
Vaidyanathan, Nirmala	0	1	0	0	1	0	2	0	0	0	1	0	2	3	0	40%
Verma, Armit	1	0	0	1	0	0	1	1	0	1	0	0	4	1	0	80%
Meeting Hours	1.00			1.75			3.05			1.75						

*Term ended 6/30/07

**Term began 7/1/07

Housing and Human Services	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 3			Mtgs. 1			Mtgs. 2			Mtgs. 1			7			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Andersen, Ann	3	0	0	1	0	0	1	1	0	1	0	0	6	1	0	86%
Falk, Micki	3	0	0	1	0	0	2	0		1	0	0	7	0	0	100%
Johnson, Mark*	*	*	*	1	0	0	2	0	0	1	0	0	4	0	0	100%
Josefsberg, Gal***	***	***	***	***	***	***	2	0	0	0	1	0	2	1	0	67%
Kali, Damon**	3	0	0	**	**	**	**	**	**	**	**	**	**	**	**	**
Keeler, Charles	2	1	0	1	0	0	2	0	0	1	0	0	6	1	0	86%
Meyering, Patrick	2	1	0	1	0	0	1	1	0	1	0	0	5	2	0	71%
Persyn, Timothy****	3	0	0	1	0	0	****	****	****	****	****	****	****	****	****	****
Plant, Patricia	3	0	0	1	0	0	2	0	0	1	0	0	7	0	0	100%
Tindle, Florence	3	0	0	1	0	0	2	0	0	0	1	0	6	1	0	86%
Meeting Hours	7.20			2.00			3.50			2.20						

*Appointed 3/28/06
**Resigned 4/25/07
***Appointed 7/1/07
****Term ended 6/30/07

Parks and Recreation Commission	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 2			Mtgs. 2			Mtgs. 2			Mtgs. 3			9			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Chuck, Howard	2	0	0	2	0	0	2	0	0	2	1	0	8	1	0	89%
Colvin, Jim*	*	*	*	*	*	*	2	0	0	3	0	0	5	0	0	100%
Harms, Robert	2	0	0	2	0	0	1	1	0	3	0	0	8	1	0	89%
Kinder, Robert	2	0	0	2	0	0	2	0	0	3	0	0	9	0	0	100%
Lawson, Robert**	1	1	0	2	0	0	**	**	**	**	**	**	**	**	**	**
Oliver, Richard	2	0	0	2	0	0	2	0	0	3	0	0	9	0	0	100%
Meeting Hours	3.25			4.25			1.21			4.20						

*Appointed 7/1/-07
**Term ended 6/30/07

Personnel Board	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 1			Mtgs. 1			Mtgs. 0			Mtgs. 1			3			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Fryer, Branden**	**	**	**	**	**	**	**	**	**	1	0	0	1	0	0	100%
Gans, Werner	1	0	0	1	0	0	0	0	0	1	0	0	3	0	0	100%
Hendricks, Glenn**	**	**	**	**	**	**	**	**	**	1	0	0	1	0	0	100%
Nickey, Judith	1	0	0	1	0	0	0	0	0	1	0	0	3	0	0	100%
Saprai, Stephanie	1	0	0	0	0	1	0	0	0	1	0	0	2	0	1	67%
Cole, Jennifer*	1	0	0	1	0	0	*	*	*	*	*	*	*	*	*	
Meeting Hours	0.25			0.40			0.00			0.25						

*Appointed 12/13/06/ Resigned 8/13/07

**Appointed 9-27-07

Planning Commission	Winter 2007			Spring 2007			Summer 2007			Fall 2007			YTD			
	Mtgs. 6			Mtgs. 5			Mtgs. 6			Mtgs. 5			22			
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	
Babcock, Laura	6	0	0	5	0	0	6	0	0	4	1	0	21	1	0	95%
Chang, Bo**	**	**	**	**	**	**	6	0	0	5	0	0	11	0	0	100%
Ghaffary, Darab*	6	0	0	5	0	0	*	*	*	*	*	*	*	*	*	
Hungerford, Charles	5	1	0	5	0	0	6	0	0	5	0	0	21	1	0	95%
Klein, Larry	6	0	0	5	0	0	6	0	0	4	1	0	21	1	0	95%
Rowe, Harriet	6	0	0	3	2	0	6	0	0	4	1	0	19	3	0	86%
Simons, David	5	1	0	5	0	0	5	1	0	4	1	0	19	3	0	86%
Sulser, Brandon	6	0	0	5	0	0	6	0	0	5	0	0	22	0	0	100%
Meeting Hours	25.60			22.20			28.30			17.50						

*Term ended 6/30/07

**Term began 7/1/07