



# City Hall ESSENTIALS

*Municipal training...  
because informed officials  
make better decisions.*

## Open Government, COVID & Your City: Avoiding Pitfalls During This Challenging Time

**Friday, May 15, 2020**

GoToMeeting Platform

For City Officials (elected, staff, volunteers), Council, Attorneys, Managers, Planners,  
Department Heads, Secretaries, Clerks, and Commissioners

### Friday's Agenda

1:00 pm — 1:30 pm

Enter into Meeting/Welcome

1:30 pm — 3:30 pm

Open Meetings: Videoconferences, Quorums & Public Comments

Open Records: Timelines, Confidential Health Information

Records Retention: Maintaining Data Requirements

**Conducted by Alan Bojorquez, Attorney, Bojorquez Law Firm**

### Our Hosts, Sponsors & Affiliates are:



Department of Political Science &  
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