



Advisory Committee

MEETING MINUTES

May 12, 2017, 10:00 am – 12:30 pm

Bay Area Metro Center
375 Beale Street, Yerba Buena Room, First Floor
San Francisco CA 94105

1. Welcome and Introductions

Luisa Valiela, Chair, welcomed the Advisory Committee (AC) members and thanked them for their participation.

AC Member Attendance: Brian Benn, Erika Castillo, Francesca Demgen, Nahal Ghoghaie, Beth Huning, Andrea Jones, Judy Kelly, Zahra Kelly, Roger Leventhal, David Lewis, Sally Lieber, Shelly Masur, Mike Mielke, Anne Morkill, Erika Powell, Marina Psaros, Ameer Raval, Diane Ross Leech, Ana Maria Ruiz, Gary Stern, Laura Tam, Laura Thompson, Luisa Valiela, Scott Wilson, Bruce Wolfe

Governing Board Member Attendance: Chair Dave Pine

Staff Attendance: Sam Schuchat, Matt Gerhart, Caitlin Sweeney, Jessica Davenport, Karen McDowell, Kelly Malinowski

2. Public Comment

There was no public comment.

3. Approval of Meeting Minutes of February 28, 2017

Decision: David Lewis moved and Mike Mielke seconded the motion to approve the minutes. There was consensus to approve the minutes.

4. Review of Draft Advisory Committee (AC) Charter

Erika Powell, Member of Ad Hoc Subcommittee on the AC Charter, presented key points in the charter. The AC discussed the charter. Erika requested that comments on the charter be sent to her so that the subcommittee can revise the charter and bring it back for approval at the next AC meeting.

5. Review of Timeline for AC Advisory Items for Governing Board (Grant Program Guidelines and Request for Proposals (RFP))

Chair Valiela reviewed the timeline and responded to questions.

6. Chair and Staff Report from March 10 and April 14 Governing Board Meeting

Chair Valiela and Jessica Davenport, Project Manager, reported on how the staff used input from the ad hoc subcommittee on the Grant Program Guidelines to develop the draft that was presented to the Governing Board on April 14, 2017. They noted that the Board was supportive of the staff draft, but asked for input from staff and the AC on further defining the factor stating that project will be prioritized if they “benefit economically disadvantaged communities.”

7. Proposal for Grant Guidelines Amendment on “Benefits to Economically Disadvantaged Communities”

Nahal Ghoghaie, Member of Ad Hoc Subcommittee on Grant Program Guidelines proposed a definition of “economically disadvantaged communities.”

Proposed Definition: Economically Disadvantaged Communities (EDC)

“A community (census tract) with a median household income less than 80% of the area median income (AMI). Within this set of low-income communities, high priority EDCs are further defined as groups that are historically underrepresented in environmental policymaking and/or projects, most economically and environmentally impacted by heavy industrial activity and development, vulnerable to climate change impacts, due to lack of resources required for community resilience, and severely burdened by household costs, at risk of displacement.”

Decision: Judy Kelly moved and Shelly Masur seconded a motion to recommend the proposed definition to the Board. The AC reached consensus on the recommendation.

8. Discussion of Draft RFP

Kelly Malinowski, Project Manager, presented the Draft Measure AA Proposal Solicitation, or RFP. AC members made several comments which staff will take into consideration when revising the draft RFP for presentation to the Governing Board.

Decision: Chair Valiela will present the AC’s comments to the Board at the Board’s June 9, 2017 meeting.

9. Project List Update

Kelly Malinowski, Project Manager, provided an update on the project list. She noted that the Restoration Authority’s project list is not being used to prioritize projects. An updated version of the list will be presented to the Governing Board at the June meeting. It will be updated periodically, in coordination with the San Francisco Bay Joint Venture.

10. Appointment of New Ad Hoc Subcommittees

Decision: The following AC members volunteered to form an ad hoc subcommittee to develop comments on the draft RFP: Brian Benn, Erika Castillo, Francesca Demgen, Beth Huning, Zahra Kelly, Roger Leventhal, Shelly Masur, Mike Mielke, Erika Powell, Ameer Raval, and Ana Maria Ruiz. Erika Powell volunteered to lead the subcommittee.

11. Future Meetings the Advisory Committee Remaining 2017 Meeting Dates and Locations

August 11, 2017: Harris State Office Building, 1515 Clay St, Oakland

October 13, 2017: Bay Area Metro Center, 375 Beale St., San Francisco

December 8, 2017: Harris State Office Building, 1515 Clay St, Oakland

12. Public Comment

There was no public comment.