



Advisory Committee

DRAFT MEETING MINUTES

October 5, 2018, 10:00 am – 12:30 pm

Elihu Harris State Building
1515 Clay Street, 2nd Floor, Room 11
Oakland, CA 94612

1. Call to Order

Luisa Valiela, Advisory Committee (AC) Chair, called the meeting to order.

AC Member Attendance: Ana Alvarez, Bruce Beyaert, Erika Castillo, Steve Chappell, Adrian Covert, Letitia Grenier, Beth Huning, David Lewis, Sally Lieber, Jessica Martini-Lamb, Mike Mielke, Anne Morkill, Gaylon Parsons, Erika Powell, Mita Prakash, Diane Ross-Leech, Ana Maria Ruiz, Gary Stern, Laura Tam, Laura Thompson, Luisa Valiela (Chair), Bruce Wolfe

Staff Attendance: Sam Schuchat, Matt Gerhart, Jessica Davenport, Kelly Malinowski, Anna Schneider

2. Determination of Quorum

AC Clerk Anna Schneider determined that there was a quorum.

3. Public Comment

There was no public comment.

4. Announcements

Erika Powell announced that the cities and county of San Mateo are creating a new entity for collaboration in the development and implementation of flood resilience projects that are multijurisdictional and multi-benefit. David Lewis announced that October 6 is Bay Day, which includes over 50 Bay-themed events. He also reminded the AC that Proposition 3, the California Water Bond of 2018, which will be on the November ballot, contains \$200 million for the San Francisco Bay Restoration Authority (Authority). Bruce Beyaert announced that the North Richmond Shoreline Festival will be held on October 6 as part of Bay Day, and that Measure FF, which will extend funding for the East Bay Regional Park District, will be on the November ballot. Luisa Valiela announced that the Governing Board appointed Adrian Covert to represent the Bay Area Council on the AC. She also announced the EPA's San Francisco Bay Water Quality Improvement Fund Request for Proposals (RFP) has been

released for approximately \$4 million for projects that will improve water quality and restore wetlands and for the first time has a concurrent decision making cycle with the Restoration Authority project funding decisions. She also announced the Bay Restoration Regulatory Integration Team (BRRIT) now has 75 percent of the funding needed and the agencies hope to start work in early 2019.

Bruce Wolfe and Beth Huning shared with the Advisory Committee their upcoming retirements. In addition, Mita Prakash announced she is leaving the Santa Clara Valley Water District and her seat on the AC.

5. Approval of Meeting Minutes of June 29, 2018

Decision: There was consensus to approve the minutes.

6. Vice Chair's Report from the September 21, 2018 Governing Board Meeting

Vice Chair Alvarez reported that the Governing Board approved the /Request for Proposals (RFP) and Grant Guidelines and application. The Board discussed the addition of acquisitions to the types of projects eligible for Measure AA funding. The Board agreed that acquisitions are lower priority than other types of projects, but no changes were needed in the language of the RFP, Grant Guidelines or application. The Board commented that the AC's performance measures report was very thoughtful, and they wanted to make sure that reporting is not too much of a burden on staff. The Board appointed the Authority's first Independent Citizens Oversight Committee, which is required by Measure AA.

7. Proposition 68 Funding for Bay Restoration

Matt Gerhart, Program Manager for the Authority, explained that Prop. 68 provides \$20 million to the State Coastal Conservancy (SCC) for funding San Francisco Bay restoration work. After subtracting statewide bond costs and staff time expenses, there will be \$16.5 million available for grants. Of this total, \$3.5 million will be allocated to projects that benefit severely disadvantaged communities. The SCC board has already allocated \$250,000 of Prop. 68 funds to the BRRIT. SCC will release grant guidelines for public comment in late October and take them to the SCC Board for adoption in December 2018.

On a related note, Executive Officer Sam Schuchat said that the [South San Francisco Bay Shoreline Project](#), one of the projects funded by the Authority in April, recently received \$177 million in federal disaster supplemental funding.¹ The project will provide flood protection, restore 2,900 acres of former salt evaporation ponds, and improve public access in the Alviso area.

¹According to the [Santa Clara Valley Water News](#), “The federal government’s portion of the \$177 million project is about \$71 million; the state share is about \$61 million; and the [Santa Clara Valley] water district’s share is almost \$45 million. The water district and state will need to reimburse the Army Corps for our share of the project cost, but the up-front funding means there will be less time spent applying and waiting for funding, which should minimize construction delays.”

8. Draft Communications Plan: Request for Input

Anne Morkill summarized the [report of the Ad Hoc Subcommittee on Communications](#) to the AC. She reviewed the four goals for the Authority's communications work and noted that the Communications Plan relies on the AC to help implement it.

Taylor Samuelson, Public Information Officer (PIO) for the Authority, provided some context for the [Draft Communications Plan](#) by noting recent success in the Authority's communications work, including coverage of the projects funded in the initial grant round by KQED radio, the San Francisco Chronicle, and the Mercury News. She then reviewed key elements of the Draft Communications Plan, including key messages, target audiences, communication channels, and risks, and asked for feedback from AC members on what resources they need from staff to help implement the plan.

AC feedback included the following:

- AC member groups and agencies have large networks that can be used to spread messages.
- Providing a 15-minute presentation at regular meetings of AC member groups can be very effective.
- The Authority's PIO could connect with PIOs at AC groups and agencies to spread Authority messages.
- The Authority could provide tools and information for AC member groups to distribute, e.g., through newsletters.
- The Authority could engage audiences through the social media of AC groups. It would be effective to maintain a photo archive and use photos showing how a project area has changed over time.

Taylor will use the feedback provided at the meeting to finalize the Communications Plan and she will present it to the Governing Board.

9. Formation of an Ad Hoc Subcommittee on Community Engagement

Chair Valiela said that this item is intended to follow up on the suggestions provided by the Environmental Justice Panel as the June AC meeting. Jessica Davenport, Project Manager, presented the [staff's proposal](#) to use the memo as a starting point for developing a scope for a two- to three-year consulting contract for establishing a community engagement program that results in long-term benefits for economically disadvantaged communities (EDCs). Staff proposed working with an ad hoc subcommittee of the AC to develop a project proposal that can be brought to the Governing Board for consideration for funding in early 2019.

There was a diversity of opinion about whether the Authority should develop a long-term community engagement program that includes building capacity or focus on short-term community-led projects in a limited number of communities. There was a suggestion to build bridges between larger restoration entities and community-based organizations so that

organizations with stronger fiscal management skills could hire smaller community-based organizations as subcontractors on particular projects.

Decision: The AC decided to form an ad hoc subcommittee to define next steps in providing benefits to EDCs. The following AC members volunteered to serve: Ana Alvarez (lead), David Lewis, Sally Lieber, Mike Mielke, Gaylon Parsons, Marina Psaros, and Diane Ross-Leech. (Marina Psaros was not present at the meeting but indicated prior to the meeting via email that she was interested in serving on the subcommittee.)

10. Restoration Authority Grant Reviewer Selection Process

Jessica Davenport announced that AC members who do not have a conflict of interest are invited to serve as grant application reviewers. Staff will be assessing the need for reviewers after reviewing what kind and how many applications are received. The tentative time commitment is 6-10 hours in the months of December, January and February. AC members interested in serving as reviewers should email Kelly Malinowski (Kelly.Malinowski@scc.ca.gov). A reviewers' meeting will be held at the State Coastal Conservancy in mid-December.

11. Recruitment of AC New Members: Request for Help with Outreach

Jessica Davenport noted that the call for applications for new members and re-appointment of existing members with terms expiring on February 10 went out on September 18. AC members with expiring terms are encouraged to re-apply, if they are interested, and all members are encouraged to help with outreach.

12. Meeting Process Check-In: What's Working, What's Not

Chair Valiela led an exercise in which AC member were asked to write on sticky notes what they thought was working and what needed improvement in several categories: AC meeting, ad hoc subcommittees, site tours, the environmental justice panel, and other topics. This was followed by a "lightning round" in which each member had one minute to give feedback. Major themes included an interest in knowing how the work of the AC is being used by the Governing Board and staff, and how the AC could be more useful. Members expressed interest in hearing from the Governing Board about what kinds of advice they want from the AC. AC member Anne Morkill's summary of the results is provided as Attachment 1.

13. Proposed Schedule for AC Meetings in 2019

Jessica Davenport provided a proposed list of meeting notes and noted that she would add an additional date on the second Friday of December to meet the requirement of quarterly meetings.

14. Public Comment

There was no public comment.