



MEMORANDUM

DATE: September 4, 2020

TO: Advisory Committee
San Francisco Bay Restoration Authority

FROM: Jessica Davenport, Deputy Program Manager
San Francisco Bay Restoration Authority

SUBJECT: Advisory Committee's Areas of Focus in Coming Years

The San Francisco Bay Restoration Authority Advisory Committee (AC) plays an important role in assisting and advising the Governing Board in carrying out its functions.

The Advisory Committee Procedural Document identifies the following key responsibilities of the AC:

1. Advise the Authority's Governing Board about implementation of Measure AA and all other aspects of the Authority's activities under Measure AA, to ensure maximum benefit, value, and transparency.
2. Make recommendations to the Governing Board regarding expenditure priorities under Measure AA.
3. Work with Authority staff to develop grant solicitations and procedures for evaluating grant proposals and reviewing and assessing projects.
4. Review and comment on annual written reports.

Past areas of focus have included the following:

- Providing input on the grant program materials;
- Developing a recommended set of performance measures that are being used in the Authority's annual reports;
- Working with the Authority's Public Information Officer to develop a communications plan for the Authority;
- Reviewing and commenting on the annual report;
- Discussing concerns and voting to support the Bay Restoration Regulatory Integration Team (BRRIT); and
- Developing equity recommendations that were accepted by the Governing Board.

Most of these efforts required the formation of ad hoc subcommittees. In addition, AC members who did not have a conflict of interest have served as grant application reviewers.

In addition to AC members continuing to serve as grant application reviewers, suggested future areas of focus include the following:

- Reviewing and commenting on the latest annual report;
- Reviewing and commenting on the BRRIT's annual report in late 2020;
- Commenting on periodic equity updates at AC meetings;
- Reviewing and commenting on staff's annual progress report to the Board in implementing the AC equity recommendations in July 2021; and
- Commenting on periodic communications updates at AC meetings.

The AC should determine whether it wishes to form any ad hoc subcommittees at this time, for example, to review and comment on the Annual Report, Fiscal Year 2018-2019, and to provide input to guide the development of the annual report for Fiscal Year 2019-2020.