

Sugar-Sweetened Beverage Community Advisory Board

Regular Meeting

January 10, 2022 ■ 6:30pm-8:30pm

Zoom Teleconference

Pursuant to California Government Code section 54953(e), Oakland Sugar-Sweetened Beverage Community Advisory Board Members/Commissioners, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

Please click the link to join the teleconference: <https://us02web.zoom.us/j/84288286924>

TO OBSERVE:

<https://us02web.zoom.us/j/84288286924>

Or iPhone one-tap :

US: +16699009128, 84288286924# or +12532158782,,84288286924#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592
or +1 312 626 6799

Webinar ID: 842 8828 6924

International numbers available: <https://us02web.zoom.us/j/84288286924>

TO COMMENT:

1) To comment by Zoom video conference, you will be prompted to use the "Raise Your Hand" button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted.

2) To comment by phone, you will be prompted to "Raise Your Hand" by pressing "* 9" to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted.

ADDITIONAL INSTRUCTIONS:

1) Instructions on how to join a meeting by video conference is available at: <https://support.zoom.us/hc/en-us/articles/201362193%20-%20Joining-a-Meeting#>

2) Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663%20Joining-a-meeting-by-phone>

3) Instructions on how to "Raise Your Hand" is available at: <https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-In-a-webinar>

Public Comment:

The SSB Advisory Board welcomes you to its meetings and your interest is appreciated.

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· If you wish to speak on a matter not on the agenda, please sign up for Open Forum and wait for your name to be called.

· If you wish to speak on a matter on the agenda, please approach the Committee when called, give your name, and your comments.

Please be brief and limit your comments to the specific subject under discussion. Only matters within the SSB Board's jurisdiction may be addressed. Time limitations shall be at the discretion of the Chair.

In compliance with Oakland's policy for people with chemical allergies, please refrain from wearing strongly scented products to meetings. In compliance with the American Disabilities Act, if you need assistance to participate in the meetings for the Sugar-Sweetened Beverages Community Advisory Board, please contact the Human Services Department at 510-238-3088. Notification 48 hours prior to the meeting will enable the City of Oakland to make reasonable arrangements to ensure accessibility. If you have questions regarding this agenda or related materials, please contact our office at the number above.

Sugar-Sweetened Beverage Community Advisory Board

AGENDA

1. Welcome and Call to Order
 - Roll Call, Introductions
 - Announcements
 - Agenda Review and Adoption
2. Adopt a continuing resolution as per AB 361 establishing certain findings justifying the ongoing need for virtual meetings Action
3. Open Forum
4. Adoption of Prior Meeting Minutes: November 8, 2021 Action
5. Update from the City Administrator's Office on the Measure HH Revenue Status Informational
6. Annual Election of Board Chair and Vice Chair Positions Action
7. Approval of the framework for the 2022-24 RFP for Community Grant Programs Action
8. Board Updates Informational with possible action
 - Communications Committee
 - Ad Hoc RFP Committee
 - Strategic partnerships
 - Wellness Committee
9. Administrative Update Informational
10. Agenda Items for the Next Board Meeting Action
11. Adjournment

OAKLAND SUGAR SWEETENED BEVERAGE COMMUNITY ADVISORY BOARD

RESOLUTION NO. _____

ADOPT A RESOLUTION DETERMINING THAT CONDUCTING IN-PERSON MEETINGS OF THE OAKLAND SUGAR SWEETENED BEVERAGE COMMUNITY ADVISORY BOARD AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB-361.

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, and such declaration has not been lifted or rescinded. *See* <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.4.20-Coronavirus-SOE-Proclamation.pdf>

WHEREAS, on March 9, 2020, the City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050(C); and

WHEREAS, City Council Resolution No. 88075 remains in full force and effect to date; and

WHEREAS, the Centers for Disease Control (CDC) recommends physical distancing of at least six (6) feet whenever possible, avoiding crowds, and avoiding spaces that do not offer fresh air from the outdoors, particularly for people who are not fully vaccinated or who are at higher risk of getting very sick from COVID-19. *See* <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>;

WHEREAS, the CDC recommends that people who live with unvaccinated people avoid activities that make physical distancing hard. *See* <https://www.cdc.gov/coronavirus/2019-ncov/your-health/about-covid-19/caring-for-children/families.html>;

WHEREAS, the CDC recommends that older adults limit in-person interactions as much as possible, particularly when indoors. *See* <https://www.cdc.gov/aging/covid19/covid19-older-adults.html>;

WHEREAS, the CDC, the California Department of Public Health, and the Alameda County Public Health Department all recommend that people experiencing COVID-19 symptoms stay home. *See* <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>;

WHEREAS, persons without symptoms may be able to spread the COVID-19 virus. *See* <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>;

WHEREAS, fully vaccinated persons who become infected with the COVID-19 Delta variant can spread the virus to others. *See* <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>;

WHEREAS, the City's public-meeting facilities are indoor facilities that do not designed to ensure circulation of fresh / outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart; now therefore be it:

WHEREAS, holding in-person meetings would encourage community members to come to City facilities to participate in local government, and some of them would be at high risk of getting very sick from COVID-19 and/or would live with someone who is at high risk; and

WHEREAS, in-person meetings would tempt community members who are experiencing COVID-19 symptoms to leave their homes in order to come to City facilities and participate in local government; and

WHEREAS, attendees would use ride-share services and/or public transit to travel to in-person meetings, thereby putting them in close and prolonged contact with additional people outside of their households; now therefore be it:

RESOLVED: that the Oakland Sugar-Sweetened Beverage Community Advisory Board finds and determines that the foregoing recitals are true and correct and hereby adopts and incorporates them into this Resolution; and be it

FURTHER RESOLVED: that, based on these determinations and consistent with federal, state and local health guidance, the Oakland Sugar-Sweetened Beverage Community Advisory Board determines that conducting in-person meetings would pose imminent risks to the health of attendees; and be it

FURTHER RESOLVED: that the Oakland Sugar-Sweetened Beverage Community Advisory Board firmly believes that the community's health and safety seriously and the community's right to participate in local government, are both critically important, and is committed to balancing the two by continuing to use teleconferencing to conduct public meetings, in accordance with California Government Code Section 54953(e), a provision of AB-361; and be it

FURTHER RESOLVED: that the Oakland Sugar-Sweetened Beverage Community Advisory Board will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until the state of emergency related to COVID-19 has been lifted, or the Oakland Sugar-Sweetened Beverage Community Advisory Board finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever is occurs first.

Sugar-Sweetened Beverage Community Advisory Board

MINUTES TO BE APPROVED

Regular Meeting

November 8, 2021 ■ 6:30pm-8:30pm

Zoom Teleconference

AGENDA

1. Welcome and Call to Order

Members Present: Watkins, Wong, Alston, Obad, Hammock, Breines.

2. Adopt a continuing resolution as per AB 361 establishing certain findings justifying the ongoing need for virtual meetings

The motion to approve passed unanimously. Member Obad asked how long the board would continue to meet online and Chair Watkins explained that this is a month-to-month situation until the City decides to reopen to public meetings.

3. Open Forum

Jenny Wang, the Director of the Nutrition Services Program for the Alameda County Public Health Department which is a grantee of the SSB funds. She articulated her support for transparency in funding and a continuation of funding for programs that align with the intent of the measure. She also wants to see the good work of the tax produced in a public report so voters can see all the many things that have been done.

4. Adoption of Prior Meeting Minutes: September 13 and October 11, 2021 Special and Regular Meetings

Public Comment:

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The motion was made to approve each of the three minutes separately (with minor typographical edits) and were adopted with two abstentions: Members Wong and Alston who were not in attendance for the October meeting.

5. Update from the City Administrator's Office on the Measure HH Revenue Status

Joe DeVries noted that the revenue report file was corrupted when he received it and could not send it in the packet but was able to display it on the screen (and will include the report to the webpage).

On this month's report, he noted there were some delays in payments coming in which skewed the numbers downward but the Budget Office said this was not a concern, the revenue numbers should look more aligned with projections next month when those payments are accounted for. Based on past months' reports, the projections are solid. Member Breines asked about the September numbers and it was explained that another September posting should be coming in.

6. Discussion and Action on framework of RFP

Joe DeVries noted that there were four funding categories in the last RFP and the ad hoc committee met to refine those categories down to possibly two. The initial RFP included:

1. Prevention through Education and Promotion, with a focus on outreach, media campaigns, etc. The ad hoc decided to pull this out and include media/outreach material as a requirement for any applicant to participate in. thus it would not be its own category.
2. Healthy Neighborhoods and Places: this includes a focus on food access, urban farming, corner store programming and will be a larger category in the new RFP as per the committee recommendation.
3. Health Care Prevention and Mitigation: referrals to health care programs and screenings such as dental screenings. This would stay in the new RFP but with a stronger link to direct service.
4. Policy and Advocacy: Initially this category was recommended to be collapsed by the ad hoc to provide more resources to direct service categories.

Members had concern about collapsing down to just two categories and articulated a desire to maintain Policy and Advocacy in some form and to maintain some content of the Prevention work as well.

Member Wong noted that building portions of Policy and Public Education into other categories would be important. Joe DeVries noted that the current draft does fold many of those components into the other categories.

Member Obad asked about the Healthy Neighborhood category and it was stated that the ad hoc wanted to emphasize this area of focus, especially as it has a direct impact on the neighborhoods with the greatest need.

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Chair Watkins recommended that the ad hoc reconvene one more time to refine the proposal since it had not convened in a couple months. The ad hoc agreed to do so to bring a final recommendation back at the next meeting.

7. Board Updates

- **Communications Committee:** Member Breines reported there was no meeting in the past month but will follow-up with staff regarding printing and distribution of material. Joe added that the Communications team did not recommend a launch at this time of year.
- **Ad Hoc RFP Committee:** will be meeting in the next two weeks as noted above.
- **Strategic partnerships:** No meeting or info to report.
- **Wellness Committee:** The group agreed to schedule with Nicolas Williams.

8. Administrative Update

Joe DeVries reported that there are some great applicants to fill the vacant position with the first round of interviews concluding today. Even if the new staffer is in place by the next meeting, Joe will still be managing the meetings and providing direct oversight.

Member Wong asked about vacancies and Joe explained the appointment process and noted there is one vacancy and he needs to follow-up with the Mayor's Office to see if they have reviewed applicants. Member Alston asked about the requirement for the vacancies, ie: public health expertise, parent of an OUSD student, etc. Joe will review those categories as part of the process.

9. Agenda Items for the Next Board Meeting

Revenue Update

Board Chair and Vice Chair Election

RFP Update

Presentation from OPRYD

Future Item: Chair Watkins asked that staff reach out to groups that provided early advocacy to the program to come and provide some historic perspective on the measure for the Board's education. Joe agreed to reach out and noted Katie Ettman from SPUR has great information.

Katie spoke on behalf of SPUR and said they would be happy to help with this.

10. Adjournment

The meeting adjourned at 7:20pm.

SSBT Net Collection Summary (by month)

Fiscal Year	Month	Revenue	YTD
FY 2021-22	Jul-21	\$767,016.73	\$767,016.73
	Aug-21	\$644,377.47	\$1,411,394.20
	Sep-21	\$663,992.06	\$2,075,386.26
	Oct-21	\$581,075.18	\$2,656,461.44
	Nov-21	\$252,646.06	\$2,909,107.50
	Dec-21	\$0.00	\$2,909,107.50
	Jan-22	\$0.00	\$2,909,107.50
	Feb-22	\$0.00	\$2,909,107.50
	Mar-22	\$0.00	\$2,909,107.50
	Apr-22	\$0.00	\$2,909,107.50
	May-22	\$0.00	\$2,909,107.50
	Jun-22	\$0.00	\$2,909,107.50

SSBT Reconciliation

	July-21 Pmts	Aug-21 Pmts	Sep-21 Pmts	Oct-21 Pmts	Nov-21 Pmts	Dec-21 Pmts	Jan-22 Pmts	Feb-22 Pmts	Mar-22 Pmts	Apr-22 Pmts	May-22 Pmts	Jun-22 Pmts	Jul-22 Pmts (accrual)
Jul-21		\$677,521.47	\$57,194.86	\$5,264.36	\$24,612.19	\$2,423.85							
Aug-21			\$263,679.85	\$378,078.90	\$2,100.88	\$517.84							
Sep-21				\$194,318.62	\$467,839.10	\$1,834.34							
Oct-21				\$33.96	\$310,163.27	\$270,877.95							
Nov-21						\$252,646.06							
Dec-21													
Jan-22													
Feb-22													
Mar-22													
Apr-22													
May-22													
Jun-22													
Total	\$0.00	\$677,521.47	\$320,874.71	\$577,695.84	\$804,715.44	\$528,300.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

As shown in Oracle

Period	Currency	PTD	PTD Converted	YTD	YTD Converted
P01-22	USD	0.00		0.00	
P02-22	USD	(677,521.47)		(677,521.47)	
P03-22	USD	(320,874.71)		(998,396.18)	
P04-22	USD	(577,695.84)		(1,576,092.02)	
P05-22	USD	(804,715.44)		(2,380,807.46)	
P06-22	USD	(528,300.04)		(2,909,107.50)	

Sugar Sweetened Beverage Tax Community Grants RFP 2022-24

The Ad Hoc RFP Committee met in the fall of 2021 to review the 2018 RFP as a framework and made recommended changes to the RFP to be released in early 2022.

Overview:

The City Council allocated \$3 million in the 2021-23 budget of Measure HH (SSB) tax dollars to Community Grants Programs. This is the same amount allocated in the prior budget cycle. The committee and full SSB Board voted this fall to create a new RFP that would maintain a two-year funding cycle to allow for organizations to build a more solid foundation to their work and to allow time for evaluation of programs and a new RFP to be released in the future budget years.

Funding Categories:

2018	2022
Prevention through Education and Promotion <ul style="list-style-type: none"> • Water Consumption Campaign • Public Health Outreach and Mitigation • Community Leadership • Media and Public Education • Education 	Component of this category will be folded into the other three categories
Healthy Neighborhoods and Places <ul style="list-style-type: none"> • Healthy Retail/Food Systems • Healthy Food and Beverages/Alternatives to SSBs • Neighborhood Food Enterprise • Healthy Retail Food Systems • Nutrition and Meal Programs • Wellness and Nutrition 	Healthy Neighborhoods and Places remains with some modifications to the subcategories
Health Care Prevention and Mitigation <ul style="list-style-type: none"> • Screenings, Referrals and Other Early Prevention Programming • Increase Screening and Preventive Programs 	Health Care Prevention and Mitigation remains with some modifications to the subcategories
Policy and Advocacy <ul style="list-style-type: none"> • Community Action Research • Civic Engagement and Policy Advocacy • Community Leadership 	Policy and Advocacy remains with some modifications to the subcategories

The 2018 RFP had the following funding limits:

Type of Applicant	Minimum	Maximum
Single Lead Agency	\$50,000	\$150,000
Collaborative	\$100,000	\$250,000
Small and Emerging	\$25,000	\$75,000

The Ad Hoc Recommendation is to make one modification: to double the Single Lead Agency amount to \$300,000.