



Sugar-Sweetened Beverage
Product Panel of Experts Commission

**Sugar-Sweetened Beverage Product
Panel of Experts Commission**
Thursday, January 16, 2019 – 6:30 pm to 9:00 pm
South Berkeley Senior Center
2939 Ellis Street, Berkeley – Large Conference Room – 2nd Floor

MEETING AGENDA

Preliminary Matters

1. Roll Call
2. **Action 1:** Reinstatement of SSBPPE Commission Chair, Poki Namkung, after leave-of-absence (Commissioner Moore)
3. Approval of Draft Minutes from 11/21/2019 special meeting - **Attachment 1**

The public may comment about any item ***not*** on the agenda. Public comments are limited to two minutes per speaker. Public comments regarding agenda items will be heard while the Commission is discussing the item.

Community Agency Presentations (20 minutes per agency):

1. Fresh Approach (6:45 - 7:05 pm)
2. Bay Area Community Resources (7:05 – 7:25 pm)
3. Community Health Education Institute (7:25 – 7:45 pm)

Copies of presentations to be included in the next SSBPPE Commission agenda packet.

Announcements/Updates:

1. Update from the 5th year of the sugar-sweetened beverage tax in Berkeley on 11/9/2019. (Commissioner Morales)
2. Update on the Berkeley Healthy Checkout Ordinance (Commissioner Scheider)
3. Update on the recommendation that the City Council pass a resolution regarding procurement, sales and serving of sugar-sweetened beverages. (Commissioner Scheider)

Action Items

Public comments regarding agenda items will be heard while the Commission is discussing the item. Public comments are limited to two minutes per speaker.

1. **Subcommittee Reports:** Revised Subcommittee Roster – **Attachment 2**
 - i. Prevention, Strategies and Outcomes (PS&O)
 - ii. Sugary Drinks Policy
2. **Action 2:** Approve action to support Berkeley Healthy Checkout Ordinance (Commissioner Scheider)
3. **Action 3:** Discussion on the Media Campaign (Commissioner Moore)
4. **Action 4:** For the good of the order. (Commissioner Namkung)

A Vibrant and Healthy Berkeley for All

1947 Center Street, 2nd Floor, Berkeley, CA 94704 Tel: 510.981.5300 TDD: 510.981.6903 Fax: 510.981.5395
E-mail: publichealth@ci.berkeley.ca.us - <http://www.cityofberkeley.info/health/>

Discussion Items:

1. Discuss new appointees to the SSBPPE Commission (Commissioner Moore)

Information Items

1. 2020 Approved Work Plan of the SSBPPE Commission - **Attachment 3**
2. 2020 Schedule of SSBPPE Commission Meetings – **Attachment 4**
3. 2020 Schedule of funded-agencies' presentations to the Commission – **Attachment 5**
4. Memo To Commissioners: [Berkeley's Lobbyist Registration Actⁱ](#) – **Attachment 6**
 - a. [Berkeley Municipal Code Chapter 2-09: Lobbyist Registration and Regulationsⁱⁱ](#)
 - b. [Lobbyist Full Manual for Uploadⁱⁱⁱ](#)
5. Approved minutes from 9/19/2019 meeting – **Attachment 7**

CONFLICT OF INTEREST INFORMATION: City commissioners, pursuant to Government Code section 1090, are responsible for recusing themselves from all commission discussions and actions in which they may have a conflict of interest. If your affiliation, paid or unpaid, with other agencies has changed since the last meeting of this commission, your ability to participate in commission activities may have changed. Individual guidance is available from the City Attorney's Office (CAO). Commissioners are encouraged to consult with the CAO if they have questions, concerns, or would like clarification about matters related to potential conflicts of interest.

The CAO may be reached at:

Email: attorney@cityofberkeley.info

TEL: (510) 981-6950 TDD: (510) 981-6903, FAX: (510) 981-6960

2180 Milvia Street 4th Floor, Berkeley, CA 94704 - Office Hours: Mon-Fri, 8am-5pm

The next meeting will be on **February 20, 2020 at the South Berkeley Senior Center from 6:30-9:00 pm**. Please visit the City of Berkeley's Commission webpage <http://www.cityofberkeley.info/commissions> for updates.

AMERICAN DISABILITIES ACT DISCLAIMER: This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

SB 343 DISCLAIMER:

Any writings or documents provided to a majority of the commission regarding any item on this agenda will be made available for public inspection at the Public Health Division located on 1947 Center Street, Berkeley, CA 94704.

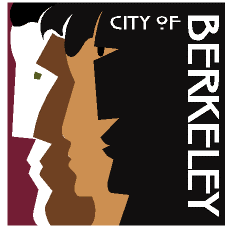
COMMUNICATION DISCLAIMER:

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the commission secretary for further information.

ⁱ https://www.cityofberkeley.info/Clerk/Home/Lobbyist_Registration_Act.aspx

ⁱⁱ <https://www.codepublishing.com/CA/Berkeley/>

ⁱⁱⁱ <https://www.cityofberkeley.info/uploadedFiles/Clerk/Lobbyist%20Full%20Manual%20for%20Upload.pdf>



Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, November 21, 2019. 6:30 – 9:00 PM
South Berkeley Senior Center
2939 Ellis Street, Berkeley – Small Conference Room, 1st Floor

DRAFT MINUTES

The meeting convened at 6:34 pm.

ROLL CALL

Present: Commissioners Moore, Morales, and Rose
Absent: Commissioners Browne (arrived at 7:07 pm) and Scheider (arrived at 6:40 pm)
Excused: Commissioners Crawford and Namkung
Staff present: Dechen Tsering and Janice Chin

COMMENTS FROM THE PUBLIC

None

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 10/17/2019.

M/S/C: Commissioners Rose/Moore

Ayes: Commissioners Moore and Rose
Noes: None
Abstain: Commissioner Morales
Absent from vote: Commissioners Browne and Scheider
Recused: None
Excused: Commissioners Crawford and Namkung

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ACTION ITEMS

- 1. Moved to dissolve the Media and Community Engagement subcommittees till more commissioners are added to the SSBPPE Commission.**

M/S/C: Commissioners Morales/Rose

Ayes: Commissioners Moore, Morales, Rose, and Scheider
Noes: None
Abstain: None
Absent from vote: Commissioner Browne
Recused: None
Excused: Commissioners Crawford and Namkung

- 2. Moved to approve; a) the proposed work plans of the Policy and Prevention, Strategies and Operations subcommittees; and b) to add media campaign discussion in January within the approved SSBPPE Commission Work Plan for January – June, 2020.**

M/S/C: Commissioners Morales/Moore

Ayes: Commissioners Moore, Morales, Rose, and Scheider
Noes: None
Abstain: None
Absent from vote: Commissioner Browne
Recused: None
Excused: Commissioners Crawford and Namkung

- 3. Moved to approve the SSBPPE Commission meeting dates for 2020.**

M/S/C: Commissioners Scheider/Morales

Ayes: Commissioners Browne, Moore, Morales, Rose, and Scheider
Noes: None
Abstain: None
Absent from vote: None
Recused: None
Excused: Commissioners Crawford and Namkung

- 4. Moved to adjourn the meeting.**

M/S/C: Commissioners Scheider/Rose

Ayes: Commissioners Browne, Rose, and Scheider

Noes: None
Abstain: None
Absent from vote: Commissioners Moore and Morales
Recused: None
Excused: Commissioners Crawford and Namkung

This meeting adjourned at 8:30 pm.

NEXT MEETING:

There is no meeting in December, 2019. The next meeting will be on **Thursday, January 16, 2020** from **6:30–9:00 pm** at the **South Berkeley Senior Center**, 2939 Ellis Street, Berkeley, CA 94703.

Respectfully Submitted, Dechen Tsering, Commission Secretary
Minutes will be approved on January 16, 2020.

DRAFT

Roster of SSBPPE Subcommittee Appointments

(Updated November 21, 2019)

Prevention Strategies and Outcomes Subcommittee

Goals: Review and revise requests for proposals, increase knowledge of the community, and evaluation.

Members: Pat Crawford
Bobbie Rose
Holly Scheider
Xavier Morales

Community Engagement Subcommittee

Goals: Promote best practices, understand work of the grantees, and community engagement and outreach activities.

DISSOLVED on 11/21/2019

Media Subcommittee

Goals: Give feedback on media materials that the Public Health Division disseminates to the public, prepare talking points for the media.

DISSOLVED on 11/21/2019

Sugary Drinks Policy Subcommittee

Goals: Recommend policies for the City Council.

Members: Pat Crawford
Holly Scheider
Xavier Morales

**Sugar-Sweetened Beverage Product Panel of Experts (SSBPPE) Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE**

Approved by SSBPPE Commission on 11/21/2019

Activity	Responsible Contact	July 2019	Aug NO	Sept 2019	Oct. 2019	Nov 2020	Dec NO Mtg.	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020
1. Meet monthly per approved schedule	Full SSBPPE			X	X	X		X	X	X	X	X	X
2. Review criteria for FY22 and FY23 Request for Proposal	Full SSBPPE											X	X
3. Discuss and gather information for FY22 and FY23 allocation request to Council	Full SSBPPE											X	X
4. Liaise with Community Health Commission regarding Procurement Policy and Healthy Checkout	Policy Sub Committee – Full SSBPPE					X		X	X	X	X	X	X
5. Track and support procurement policy until it is adopted; support implementation.	Policy sub Committee – Full SSBPPE	X		X	X	X		X	X	X	X	X	X
6. Support local work on Healthy Checkout Policy; make recommendation to Council regarding beverages	Policy Sub Committee – Full SSBPPE	X		X	X	X		X	X	X	X	X	X
7. Liaise with Parks and Waterfront Commission re: drinking fountains	Policy Sub Committee – Full SSBPPE							X	X	X			
8. Present policy evaluations and research relevant to the work of the SSBPPE	Policy Sub Committee – Full SSBPPE								X	X	X		

**Sugar-Sweetened Beverage Product Panel of Experts (SSBPPE) Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE**

Approved by SSBPPE Commission on 11/21/2019

Activity	Responsible Contact	July 2019	Aug NO	Sept 2019	Oct. 2019	Nov 2020	Dec NO Mtg.	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020
9. Research legal strategies to remedy and mitigate damages of SSB marketing and consumption	Policy Sub Committee – Full SSBPPE					X		X	X	X	X		
10. Explore strategies with UC to coordinate efforts to reduce SSB consumption such as Pepsi contract and serving sizes	Policy Sub Committee – Full SSBPPE							X	X	X			
11. Planning for PSE and Community Organizing interactive workshop	Policy Sub Committee – Full SSBPPE								X	X	X	X	X
12. Periodic meetings as needed.	Prevention, Strategies & Operations (PS&O) Sub Committee – Full Committee												
13. Submit Work Plan to Commission Secretary for FY 19/20	PS&O Sub Committee– Full Committee					X							
14. Plan for experts to speak at an SSBPPE Commission meeting to share updates on research and potential strategies for investment.	PS&O Sub Committee– Full Committee							X					X
15. Plan for grantees to present at a SSBPPE on successes and challenges to date.	PS&O Sub Committee– Full Committee				X	X		X	X	X	X		

**Sugar-Sweetened Beverage Product Panel of Experts (SSBPPE) Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE**

Approved by SSBPPE Commission on 11/21/2019

Activity	Responsible Contact	July 2019	Aug NO	Sept 2019	Oct. 2019	Nov 2020	Dec NO Mtg.	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020
16. Invite the COB Parks and Waterfront Commission to collaborate on access to drinking water in City parks.	PS&O Sub Committee– Full Committee										x		
17. Invite the COB Public Health Staff to discuss activities supported by additional funding for FY 2020 and 2021.	PS&O Sub Committee– Full Committee											x	
18. Meet with COB Public Health epidemiologist about evaluation.	PS&O Sub Committee– Full Committee					x						X	
19. Begin to revise the RFP, consider what to change, clarify, simplify.	PS&O Sub Committee– Full Committee												x

2020 Commission Meeting Dates

Name of Commission: SSBPPE Commission

Commission Secretary: Dechen Tsering

Venue: South Berkeley Senior Center, 2939 Ellis Street, Berkeley.
Large Conference Room, 2nd Floor

2020 Meeting Dates

Month	Meeting Day and Date	Time
January 2020	1/16/2020	6:30pm
February 2020	2/20/2020	6:30pm
March 2020	3/19/2020	6:30pm
April 2020	4/16/2020	6:30pm
May 2020	5/21/2020	6:30pm
June 2020	6/18/2020	6:30pm

Month	Meeting Day and Date	Time
July 2020	7/16/2020	6:30pm
August 2020	No Meeting	
September 2020	9/17/2020	6:30pm
October 2020	10/15/2020	6:30pm
November 2020	11/19/2020	6:30pm
December 2020	No Meeting	

dtsering@cityofberkeley.info

510-981-5394

Dechen Tsering, Commission Secretary

HB-CBO Presentations to the SSBPPE Commission January – April, 2020

Month/Agency	Meeting Day and Date	Time
January 2020	1/16/2020	6:30pm
1. Fresh Approach		6:45 - 7:05 pm
2. Bay Area Community Resource		7:05 – 7:25 pm
3. Community Health Education Institute		7:25 – 7:45 pm
February 2020	2/20/2020	6:30pm
1. BUSD Gardening & Cooking Program		6:45 - 7:05 pm
2. Ecology Center		7:05 – 7:25 pm
3. YMCA - Diabetes Prevention Program		7:25 – 7:45 pm
March 2020	3/19/2020	6:30pm
1. Multicultural Institute		6:45 - 7:05 pm
2. Healthy Black Families		7:05 – 7:25 pm
3. Berkeley Youth Alternatives		7:25 – 7:45 pm
April 2020	4/16/2020	6:30pm
1. Lifelong Medical		6:45 - 7:05 pm
2. YMCA - Healthy Me!		7:05 – 7:25 pm
3. Spiral Gardens		7:25 – 7:45 pm



City Clerk Department

November 18, 2019

To: Members of Berkeley Boards and Commissions

From:  Mark Numainville, City Clerk

Subject: Berkeley Lobbyist Registration Ordinance

On October 2, 2018 the City Council adopted Chapter 2.09 of Berkeley Municipal Code creating a new lobbyist registration system. The effective date of this ordinance is January 1, 2020. As an appointed City official, contacts you have with members of community, agencies, organizations, businesses, etc. may be covered by the ordinance.

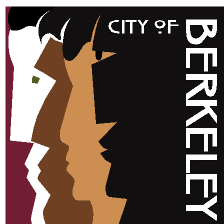
To be clear, your service as a commissioner does not itself create any obligation or requirement for you under the ordinance. Rather, as an appointed City official, you may on the receiving end of covered lobbying activities.

The requirement to register applies broadly. The definition of a “Local Government Lobbyist” includes any individual who is paid specifically to communicate with any elected or appointed City official or employee for the purpose of influencing any proposed or pending governmental action of the City; or any person whose duties as a salaried employee, officer or director of any corporation, organization or association include communication with any elected or appointed City official or City employee, for the purpose of influencing any proposed or pending governmental action of the City. See Section 2.09.050.M for the complete definition. There are also may exceptions and caveats to the requirements of the ordinance.

Once registered, a Local Government Lobbyist must file quarterly disclosures with the City (or annual disclosures if the lobbyist is a sole proprietorship or works for a lobbying firm with four or fewer employees). Your name and the subject of the lobbying activity may appear in these disclosures if you were lobbied on a proposed or pending governmental action. The lobbying disclosure forms are public documents and will be posted on the City’s website.

The attached ordinance and Lobbyist Registration Manual provides additional background on the registration, disclosure, and activity requirements and regulations.

If you have questions about the requirements, please contact the City Clerk Department at clerk@cityofberkeley.info.



**Sugar-Sweetened Beverage Product
Panel of Experts Commission**

Thursday, October 17, 2019. 6:30 – 9:00 PM
South Berkeley Senior Center
2939 Ellis Street, Berkeley – Small Conference Room, 1st Floor

APPROVED MINUTES

The meeting convened at 6:46 pm.

ROLL CALL

Present: Commissioners Browne, Moore, Rose, and Scheider
Absent: Commissioner Morales
Excused: Commissioners Crawford and Namkung

Staff present: Dechen Tsering

COMMENTS FROM THE PUBLIC

None

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 09/19/2019.

M/S/C: Commissioners Scheider/Browne

Ayes: Commissioners Browne, Moore, Rose, and Scheider
Noes: None
Abstain: None
Absent from vote: Commissioner Morales
Recused: None
Excused: Commissioners Crawford and Namkung

ACTION ITEMS

- 1. Moved to temporarily remove Commissioner Morales from the Prevention, Strategies & Operations subcommittee till more commissioners are added to the SSBPPE Commission.**

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M/S/C: Commissioners Rose/Moore

Ayes: Commissioners Browne, Moore, Rose, and Scheider
Noes: None
Abstain: None
Absent from vote: Commissioner Morales
Recused: None
Excused: Commissioners Crawford and Namkung

This meeting adjourned at 8:30 pm.

NEXT MEETING:

The next meeting will be **Thursday, November 21, 2019** from **6:30–9:00 pm** at the **South Berkeley Senior Center**, 2939 Ellis Street, Berkeley, CA 94703.

Respectfully Submitted, Dechen Tsering, Commission Secretary
Minutes was approved on November 21, 2019.