



Sugar-Sweetened Beverage
Product Panel of Experts Commission

**Sugar-Sweetened Beverage Product
Panel of Experts Commission**
Thursday, October 17, 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. Approval of Draft Minutes from 9/19/2019 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.

Announcements: None

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:

- i. Community Engagement
- ii. Prevention, Strategies and Outcomes (PS&O)
- iii. Sugary Drinks Policy
- iv. Media

2. **Action 1:** Approve action for FY2020 work plan from each sub-committee using the FY2019 template (Commissioner Moore) – ***Attachment 2***

3. **Action 2:** Approve action to form a sub-committee to establish a Trust Fund for ongoing Media Campaign to reduce SSB and increase water consumption. (Commission Moore)

4. **Action 3:** Review and approve the latest Sub-Committees Roster (Commissioner Moore) - ***Attachment 3***

5. **Action 4:** Discuss and approve action for the 5th Year Anniversary of passing Measure D in Berkeley. (Commissioner Morales)

6. **Action 5:** For the good of the order. (Commissioner Moore)

Discussion Item:

1. Discuss new appointees to the SSBPPE Commission. (Commissioner Moore)
2. Discuss activity to mark the 5th year of the SSB tax in Berkeley. (Commissioner Morales)

Information Items

1. Approved minutes from 6/20/2019 meeting – ***Attachment 4***

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 **November 21, 2019 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.

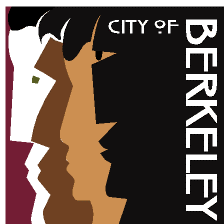
AMERICAN DISABILITIES ACT DISCLAIMER: This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) 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.



Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, September 19, 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 6:43 pm.

ROLL CALL

Present: Commissioners Browne (arrived 6:52pm), Crawford, Ishii, Moore, Rose, and Scheider
Absent: None
Excused: Commissioner Morales and Namkung
Staff present: Janice Chin and Dechen Tsering

COMMENTS FROM THE PUBLIC

None

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 6/20/2019.

M/S/C: Commissioners Crawford/Scheider

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

ACTION ITEMS

- Moved Actions 2 & 3 in the agenda to the next SSBPPE Meeting on October 17, 2019.**

A Vibrant and Healthy Berkeley for All

M/S/C: Commissioners Browne/Ishii

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

2. **Moved to approve the Communications to Council (FY2019 Annual Report) with Pat Crawford's final edits and forward to Council.**

M/S/C: Commissioners Ishii/Rose

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

3. **Moved to approve extending the meeting to 9:15pm.**

M/S/C: Commissioners Crawford/Rose

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

4. **Moved to approve and adopt the SSB Resolution (version #13) and the accompanying Council Report and forward to the City Council.**

M/S/C: Commissioners Scheider/Rose

Ayes: Commissioners Browne, Crawford, Moore, Rose, Ishii, and Scheider

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

This meeting adjourned at 9:05 pm.

NEXT MEETING:

The next meeting will be **Thursday, October 17, 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 will be approved on October 17, 2019.

DRAFT

| Activity | Responsible Contact | July 2018 | Aug 2018 | Sept 2018 | Oct 2018 | Nov 2018 | Dec 2018 | Jan 2019 | Feb 2019 | Mar 2019 | Apr 2019 | May 2019 | Jun 2019 |
|--|---------------------|-----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 1. Periodic meetings as needed. | PS&O Sub-Committee | | | | | | | | | | | | |
| 2. Submit Work Plan to Commission Secretary for FY18/19. | PS&O Sub-Committee | x | | x | | | | | | | | | |
| 3. Coordinate with Outreach subcommittee to plan “Best Practices” Public Forum the SSPBBE commission, community members, grantees, and the public. | PS&O Sub-Committee | | | | | x | | | | | | | |
| 4. Design and submit a standard presentation structure/format for Mid-Term program presentations by grantees funded by SSB. | PS&O Sub-Committee | | | | x | | | | | | | | |
| 5. Translate the recommendations from the evaluation report into potential activities for adoption by grantees. | PS&O Sub-Committee | x | | x | x | | | | | | | | |
| 6. Recommend menu of opportunities for funding in FY19 - FY21 (2-year cycle). | PS&O Sub-Committee | | | | X | | | | | | | | |
| 7. Work with City epidemiologist on evaluation framework. | PS&O Sub-Committee | x | | | | x | | | | | | | |
| 8. Review/Revise selection criteria for potential grantees. Emphasize the expectation of policy, environments, and systems change. | PS&O Sub-Committee | | | | | | | x | | | | | |

| | | | | | | | | | | | | | | |
|---|---|------------------|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|--|
| 1. Research potential community events ¹ to attend and plan. Connect with the Media Subcommittee regarding the marketing Campaign. | Community Engagement Sub-Committee ² (CES) | | | | X | | | | | | | | | |
| 2. Community engagement event ³ : Discuss and set event goals based on community and grantee research. | CES | | | | | X | | | | | | | | |
| Activity | Responsible Contact | July 2018 | Aug 2018 | Sept 2018 | Oct 2018 | Nov 2018 | Dec 2018 | Jan 2019 | Feb 2019 | Mar 2019 | Apr 2019 | May 2019 | Jun 2019 | |
| 3. Review updates and challenges from awarded organizations. | CES | | | | | X | | | | | | | | |
| 4. Create a presentation, list of potential applicants, and a marketing plan to other people in the community. | CES | | | | X | | | | | | | | | |
| 5. Present a plan for Information Session to the SSBPPE Commission and choose date for the event. | CES | | | | | X | | | | | | | | |
| 6. Create plan for the 5 year celebration of the Commission in November 2020, | CES/community agencies | | | | | X | | | | | | | | |

¹ Options for Community Engagement events:

Info Session- provide information about the application, the review process, and common mistakes.

5 Year Celebration - to inform the Berkeley community about the SSBPPE commission and the accomplishments of the grantees.

Community Fairs – an opportunity for Berkeley public (and neighboring cities) to learn from community orgs. @ Juneteenth, Solano Stroll, Berkeley Streets, Kite Festival, etc.

² Community Engagement Subcommittee’s Goals from narrowest to broadest:

Increase our understanding of what funded groups are doing.

Increase capacity of all past and potential applicants.

Increase pool of potential applicants.

Community awareness of commission / Healthy Berkeley (soda tax revenue through general fund) funded activities.

| | | | | | | | | | | | | | |
|--|--|------------------|-----------------|------------------|--------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| <p>4. Research policies for potential impact:</p> <ul style="list-style-type: none"> Any evidence? Data on local status. Model policies. Experiences | <p>Policy Sub: Pat, Holly Resources: ChangeLab Solutions, SF Shapeup, Healthy Food America BANPAC Voices for Health Kids</p> | | | X | Present policy ideas to SSBPPE | | X | | | X | | | X |
| Activity | Responsible Contact | July 2018 | Aug 2018 | Sept 2018 | Oct 2018 | Nov 2018 | Dec 2018 | Jan 2019 | Feb 2019 | Mar 2019 | Apr 2019 | May 2019 | Jun 2019 |
| 5. Present priority policies on rolling basis to full SSBPPE for input on next steps. | Policy Sub | | | | X | | X | | | X | | X | |
| 6. Formalize recommendations in a report to City Council, BUSD, and community. | Policy Sub | | | | X | | X | | | X | | X | |
| 7. Develop PSE workshop for community. | Policy Sub | | | X | X | X | | | | | | | |

Roster of SSBPPE Subcommittee Appointments

(Updated March 18, 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.

Members: Jennifer Browne
Adena Ishii

Media Subcommittee

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

Members: Joy Moore
Adena Ishii
Poki Namkung
Holly Scheider

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 Commission

Thursday, June 20, 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 6:40 pm.

ROLL CALL

Present: Commissioners Crawford (arrived 6:49pm), Ishii, Moore, Morales, Namkung, Rose, and Scheider (arrived 6:45pm)
Absent: Commissioner Browne
Excused: None

Staff present: Dechen Tsering

COMMENTS FROM THE PUBLIC

1 public comment.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 4/18/2019.

M/S/C: Commissioners Rose/Moore

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

ACTION ITEMS

- 1. Moved to approve removal of Measure D revenues from the Healthy Berkeley website.**

A Vibrant and Healthy Berkeley for All

M/S/C: Commissioners Moore/Crawford

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

2. Moved to approve the following:

- a. a) The SSBPPE Commission will prepare an annual report to Council for which Commissioner Crawford volunteered to create the first draft by the October 17, 2019 SSBPPE Commission meeting, and
- b. b) As part of fulfilling Measure D requirement, Commissioner Scheider will develop and info-graphic of the Healthy Berkeley funding outcomes.

M/S/C: Commissioners Scheider/Rose

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

3. Moved to approve using the FY2019 Work Plan template by each Sub-Committee to develop their FY2020 Work Plans for review at the September 19, 2019 SSBPPE Commission meeting.

M/S/C: Commissioners Moore/Ishii

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

4. Moved to adjourn the meeting.

M/S/C: Commissioners Moore/Morales

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

This meeting adjourned at 9:10 pm.

NEXT MEETING:

The next meeting will be **Thursday, September 19, 2019** from **6:30–9:00 pm** at the **South Berkeley Senior Center**, 2939 Ellis Street, Berkeley, CA 94703. **There will be no meetings in July and August.**

Respectfully Submitted, Dechen Tsering, Commission Secretary
Minutes was approved on September 19, 2019.