



Sugar-Sweetened Beverage
Product Panel of Experts Commission

**Sugar-Sweetened Beverage Product
Panel of Experts Commission**
Thursday, November 21, 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 10/17/2019 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:

1. Update from the 5th year of the sugar-sweetened beverage tax in Berkeley on 11/9/2019. (Commissioner Morales)

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 proposed action for FY2020 work plan from each sub-committee using the FY2019 template and approve the SSBPPE Commission's FY2020 Work Plan (Commissioner Moore) – **Attachments 2a and 2b**

3. **Action 2:** Approve action to discuss healthy checkout policy recommendation. (Commissioner Scheider)

4. **Action 3:** Review and approve proposed SSBPPE Commission meeting dates and times for 2020 (Commissioner Moore) – **Attachment 3**

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

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

Discussion Item:

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

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/>

Information Items

1. Approved minutes from 9/19/2019 meeting – **Attachment 5**

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

There is no SSBPPE Commission meeting in December 2019. The next meeting will be on **January 16, 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.



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

DRAFT 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 10/17/2019.

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.**

A Vibrant and Healthy Berkeley for All

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.**

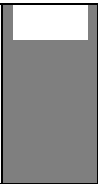

Respectfully Submitted, Dechen Tsering, Commission Secretary
Minutes will be approved on November 21, 2019.

SSBPPE Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE
 For SSBPPE Commission review on 11/21/2019

Please use this template for all the Subcommittee work plan recommendations.

Activity	Responsible Contact	July 2019	Aug NO Mtg.	Sept 2019	Oct. 2019	Nov 2020	Dec NO Mtg.	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020
1. Liaise with Community Health Commission regarding Procurement Policy and Healthy Checkout	Policy					X		X	X	X	X	X	X
2. Track and support procurement policy until it is adopted; support implementation.	Policy sub-committee	X		X	X	X		X	X	X	X	X	X
3. Support local work on Healthy Checkout Policy; make recommendation to Council regarding beverages	Policy Sub-committee	X		X	X	X		X	X	X	X	X	X
4. Liaise with Parks and Waterfront Commission re: drinking fountains	Policy							X	X	X			
5. Present policy evaluations and research relevant to the work of the SSBPPE	Policy								X	X	X		
6. Research legal strategies to remedy and mitigate damages of ssb marketing and consumption	Policy					X		X	X	X	X		
7. Explore strategies with UC to coordinate efforts to reduce ssb consumption such as Pepsi contract and serving sizes	Policy (Pat Crawford)							X	X	X			

SSBPPE Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE
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8. Planning for PSE and Community Organizing interactive workshop	Policy												
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SSBPPE Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE
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Please use this template for all the Subcommittee work plan recommendations.

Activity	Responsible Contact	July 2019	Aug NO Mtg.	Sept 2019	Oct. 2019	Nov 2020	Dec NO Mtg.	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020
1. Periodic meetings as needed.	PS&O Sub Committee												
2. Submit Work Plan to Commission Secretary for FY 19/20	PS&O Sub Committee					x							
3. Plan for experts to speak at an SSBPPE Commission meeting to share updates on research and potential strategies for investment.	PS&O Sub Committee							x					
4. Plan for grantees to present at a SSBPPE on successes and challenges to date.	PS&O Sub Committee								x	x	x		
5. Invite the COB Parks and Waterfront Commission to collaborate on access to drinking water in City parks.	PS&O Sub Committee										x		
6. Invite the COB Public Health Staff to discuss activities supported by additional funding for FYs 2020 and 2021.	PS&O Sub Committee											x	

SSBPPE Commission
FY20 (July 1, 2019 through June 30, 2020) WORK PLAN & TIMELINE
 For SSBPPE Commission review on 11/21/2019

7. Meet with COB Public Health epidemiologist about evaluation.	PS&O Sub Committee					x							
8. Begin to revise the RFP, consider what to change, clarify, simplify.	PS&O Sub Committee												x

2020 Commission Meeting Dates

Please complete this form and email it to the
[Commission Inbox](#) by: **Friday, January 3, 2020**

Name of Commission: SSBPPE Commission

Commission Secretary: Dechen Tsering

Please Note the Commission Meeting Dates for 2020 Below

If no meeting is scheduled for a month, please note as "No Meeting."

Example:

Month	Meeting Day and Date	Time
February 2020	Thursday 2/6/20	7:00 pm

Month	Meeting Day and Date	Time
July 2020	No Meeting	

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	

commission@cityofberkeley.info
City Clerk Department

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, September 19, 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 6:43 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

- 1. 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 were approved on October 17, 2019.