



Sugar-Sweetened Beverage
Product Panel of Experts Commission

**Sugar-Sweetened Beverage Product
Panel of Experts Commission**
January 17, 2019 – 6:30 pm to 9:00 pm
South Berkeley Senior Center
2939 Ellis Street, Berkeley – Large Conference Room – 2nd Floor

REVISED AGENDA

(Updated Attachment 4 and added evaluation presentation)

Preliminary Matters

1. Roll Call
2. Approval of Draft Minutes from 10/18/2018 meeting - **Attachment 1**
 - a. The Commission meeting on 11/15/2018 was cancelled due to bad air quality.
3. Public Comments
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.

Announcement

1. 1/22/2019: City Council is scheduled to review and decide on the SSBPPE Commission's funding allocation recommendations for funding community agencies in FY 2020 and FY 2021.
2. 1/23/2019: tentative date for releasing the Request for Proposals for FY2020 and FY2021 funding cycle (pending Council approval on allocations).

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:**
 - a. Community Engagement
 - b. Prevention, Strategies and Outcomes (PS&O)
 - c. Sugary Drinks Policy
 - d. Media
2. **Action 1:** Appoint a Commissioner note taker for the meeting (Commissioner Namkung)
3. **Action 2:** Add/Remove subcommittee members (Commissioner Namkung) – **Attachment 2**
4. **Action 3:** Review the [City's Local Hazard Mitigation Plan \(LHMP\)](#) and discuss the SSBPPE Commission's written feedback due the City Clerk's Office by February 28, 2019. – **Attachment 3** <https://www.cityofberkeley.info/Mitigation/>
5. **Action 4:** Action items for the February 21, 2019 meeting (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
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6. **Action 5:** For the good of the order (Commissioner Namkung)

Discussion Items:

1. Brainstorm on media campaign ideas in FY20 and FY21 (Commission Moore)

Information Items

1. Revised Request for Proposals timeline – **Attachment 4**
2. FY2019 Work Plan – **Attachment 5**
3. [2019 Update on Local Hazard Mitigation Plan: Public Comment Process -
https://www.cityofberkeley.info/Mitigation/](https://www.cityofberkeley.info/Mitigation/)
4. Approved minutes from 9/18/2018 meeting – **Attachment 6**

Future Agenda Items

1. Election of Officers (Chair and Vice-Chair) for the Commission on February 21, 2019.
2. Evaluation presentations – Public Health Division

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 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, October 18, 2018. 6:30 – 9:00 PM
South Berkeley Senior Center
2939 Ellis Street, Berkeley – Small Conference Room, 1st Floor

DRAFT MINUTES

The meeting convened at 6:35 pm.

ROLL CALL

Present: Commissioners Moore, Ishii, Namkung, Rose, and Scheider
Absent: Commissioners Browne and Crawford
Excused: None

Staff present: Roberto Terrones (substitute for Dechen Tsering)

PRESENTATION

Presentation by Ali Wohlgenut, Bay Area Community Resources

COMMENTS FROM THE PUBLIC

No Comments.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 9/20/2018.

M/S/C: Commissioners Moore/Ishii

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

A Vibrant and Healthy Berkeley for All

ACTION ITEMS

1. Moved to approve the FY2019 Work Plan for the SSBPPE Commission.

M/S/C: Commissioners Ishii/Moore

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

2. Moved to approve the draft scoring criteria for FY20 and FY21 funding applications.

M/S/C: Commissioners Rose/Moore

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

This meeting adjourned at 8:10 pm.

NEXT MEETING:

The next meeting will be on **Thursday, November 15, 2018** from **6:30 – 9:00 pm** at the **South Berkeley Senior Center**, 2939 Ellis Street, Berkeley, CA 94703.

Respectfully Submitted, Roberto Terrones, substitute Commission Secretary
Minutes will be approved on November 15, 2018.

Roster of SSBPPE Subcommittee Appointments

(Updated May 9.2018)

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 (approved on 3/15/2018)

Community Engagement Subcommittee

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

Members: Jennifer Browne
Adena Ishii
Iramis Kouromenos (approved on 3/15/2018)

Media Subcommittee (approved on 10/13/2016)

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

Sugary Drinks Policy Subcommittee (approved on 11/10/2016)

Goals: Recommend policies for the City Council.

Members: Pat Crawford
Holly Scheider



Office of the City Manager

November 6, 2018

To: Commission Secretaries

From: *Dee* Dee Williams-Ridley, City Manager

Subject: 2019 Update to the Local Hazard Mitigation Plan;
Public Comment Process

In 2004, the Berkeley City Council adopted the Local Hazard Mitigation Plan (LHMP) as an annex to the Disaster Preparedness and Safety Element of the City's General Plan. Staff has been working on the required 2019 update to the LHMP and will soon be ready to present the First Draft 2019 LHMP for public comment.

This memorandum provides background information about the LHMP as well as information about the upcoming public comment process. The LHMP will ultimately be submitted to the City Council in December 2019 for adoption as an amendment to the General Plan. This will enable the City to maintain compliance with (and eligibility for) federal mitigation assistance programs and other State funding opportunities.

The LHMP identifies natural hazards in Berkeley and outlines a five-year strategy to further protect Berkeley's people, buildings, infrastructure, and environment from those hazards. The City began updating the LHMP in 2018. This update effort will allow Berkeley to apply for federal mitigation grant programs and State funding, and is anticipated to be complete in 2019. Staff requests that Commissions communicate with their stakeholders about this important effort.

The First Draft 2019 LHMP is scheduled for release on December 18, 2018. Staff is inviting Commissions to review this draft, identify any significant areas of concern and provide written feedback through their Commission Secretaries. Staff will provide the First Draft 2019 LHMP Executive Summary and Actions for inclusion in Commission packets. The First Draft 2019 LHMP will also be posted on the City's website and at City libraries for community review and comment. ***Staff is requesting that all feedback on the First Draft 2019 LHMP be received in writing by February 28, 2019.*** The Final Draft 2019 LHMP will incorporate all appropriate comments and feedback and will then be presented to the Council for adoption as an annex to the Disaster Preparedness and Safety Element of the General Plan in December 2019.

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November 6, 2018

Re: 2019 Update to the Local Hazard Mitigation Plan; Public Comment Process

A detailed outline of the 2019 LHMP update process is attached. Please let me know if you have any questions.

Attachment: Local Hazard Mitigation Plan Update Process

cc: Paul Buddenhagen, Interim Deputy City Manager
David Brannigan, Fire Chief
Mark Numainville, City Clerk
Matthai Chakko, Assistant to the City Manager
Ann-Marie Hogan, City Auditor

Local Hazard Mitigation Plan Update Process

The Local Hazard Mitigation Plan (LHMP) identifies natural hazards in Berkeley and outlines a five-year strategy to further protect Berkeley's people, buildings, infrastructure, and environment from those hazards. The City began updating the 2019 LHMP in 2018. This update effort will allow Berkeley to continue to spend and apply for federal mitigation grant programs and State funding. The update effort and is anticipated to be completed at the end of 2019.

Hazard Mitigation

Mitigation activities reduce or eliminate risk prior to a disaster and are an important element of the disaster life cycle. Examples of mitigation include:

- Seismic retrofitting of structures to prevent damage or collapse in earthquakes;
- Vegetation management to prevent spread of wildfire.

Mitigation **does not include** disaster preparedness activities, such as:

- Purchasing equipment to use in emergency response;
- Conducting drills;
- Storage of disaster supplies for post-disaster relief.

Berkeley's Local Hazard Mitigation Plan

The City of Berkeley adopted its first Local Hazard Mitigation Plan in 2004, and an update in 2014. The Plan is comprised of two distinct components:

1. **Hazard Analysis**: Identifies the hazards facing the community, the likelihood that each hazard will impact the community, and how people, buildings, infrastructure, and environment are vulnerable to each hazard.
2. **Mitigation Strategy**: Identifies objectives for reducing disaster risk in Berkeley, along with specific mitigation actions to meet those objectives.

Update Process

Just as in the Plan's original development and 2014 update, the 2019 LHMP update process is being led by a Core Project Team of City staff. The Team is updating the Plan in consultation with the numerous organizations, business, and individuals who make up the Berkeley community.

Community Engagement

Engagement of the Berkeley community is critical to this plan update. Since early 2018, the Core Project Team has been working with hazard researchers and institutional community partners to update the Plan's Hazard Analysis. The Plan uses the most current scientific research to present Berkeley's hazards and their potential impacts. The document includes information about vulnerabilities and mitigation actions undertaken by nongovernmental institutions in Berkeley.

The Core Project Team will also engage Berkeley community representatives and the public in Plan review. As leaders in the Berkeley community, Commissioners and City Councilmembers will be requested to help the City publicize the First Draft 2019 LHMP, which will be posted on December 18, 2018 on the City of Berkeley website and at City libraries. Members of the public will be invited to provide written feedback on the document until February 28, 2019.

Commission Engagement

In 2004, Berkeley City Council adopted the Disaster Mitigation Plan as an annex to the Disaster Preparedness and Safety Element of the City's General Plan. In 2014, the Berkeley City Council adopted an updated version called the Local Hazard Mitigation Plan. This 2019 LHMP Update must be adopted by City Council, so that the City can maintain compliance with (and eligibility for) federal mitigation assistance programs and other State funding opportunities.

When the First Draft 2019 LHMP is posted for public review on December 18, 2018, all Commissions will be requested to agendaize the First Draft 2019 LHMP at their meetings and to provide written feedback on any areas of significant concern. Written feedback on the First Draft 2019 LHMP will be accepted until February 28, 2019.

Additionally, the Planning Commission and Disaster and Fire Safety Commission will play specific roles in the Plan update. Staff will present different elements of the Plan to these Commissions on these dates:

- November 7, 2018: Planning Commission presentation – Project Introduction
- December 5, 2018: Disaster and Fire Safety Commission Presentation – Project Introduction/Hazard Analysis
- January-February 2019: All Commissions consider LHMP for discussion and feedback to staff, if appropriate
 - January 23/February 27, 2019 (tentative): Disaster and Fire Safety Commission Presentation – Mitigation Strategy
 - January 16/February 6, 2019 (tentative): Planning Commission Presentation – Mitigation Strategy”

Following the public comment period for the First Draft 2019 LHMP, the Core Project Team will review and incorporate appropriate feedback from Commissions and community members.

The Core Project Team will then consult with the State of California Office of Emergency Services, the State Department of Forestry, and the Federal Emergency Management Agency to make any additional adjustments required.

Following these plan edits, the Core Project Team will present the Final Draft Plan to two Commissions. Because the LHMP is an annex to the City's General Plan, the Planning Commission must make a recommendation to Council on the Final Draft 2019 LHMP. Because the Disaster and Fire Safety Commission closely monitors the City's preparedness and mitigation efforts, the Core Planning team will request that the Commission make a

recommendation to Council on the Final Draft 2019 LHMP. These meetings are tentatively scheduled as follows:

- October 2019 (est.): Staff presents Final Draft 2019 LHMP to Planning Commission and requests recommendation to City Council (First Public Hearing).
- October 2019 (est.): Staff presents Final Draft 2019 LHMP to Disaster and Fire Safety Commission and requests recommendation to City Council.

Local Hazard Mitigation Plan Key Dates

- December 18, 2018: First Draft 2019 LHMP released on City website and at City libraries.
- February 28, 2019: Deadline for written feedback from community members and Commissions.
- September 2019 (est.): Final Draft 2019 LHMP posted on City website.
- October 2019 (est.): Staff requests Final Draft 2019 LHMP recommendation for Council approval from Disaster and Fire Safety Commission.
- October 2019 (est.): Staff requests Final Draft 2019 LHMP recommendation for Council approval from Planning Commission (First Public Hearing).
- December 2019 (est.): Staff presents Final Draft Plan to City Council for review and adoption (Second Public Hearing).



**Health, Housing and Community Services Department
Public Health Division**

Healthy Berkeley Program – Fiscal Years 2020 and 2021

Revised Request for Proposals Timeline *(pending Council decision on 1/22/2019)*

Issue RFP to potential bidders	Wednesday, January 23, 2019
RFP Workshop for Applicants: 2-4 p.m.	Friday, February 1, 2019
Questions Due to Program Manager	Monday, February 4, 2019
Proposals due from potential bidders	Wednesday, February 27, 2019
Complete Selection Process	Friday, March. 15, 2019
Council Approval of Contract (over \$50k)	Tuesday, May 14, 2019
Award of Contract	Wednesday, May 15, 2019
Notice to proceed	Thursday, June 20, 2019

Note:

- *Corrected RFP workshop date for applicants.*
- *Corrected date for Complete Selection Process to March 15, 2019.*

APPROVED - SSBPPE Commission FY19 Work Plan and Timeline

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					

APPROVED - SSBPPE Commission FY19 Work Plan and Timeline

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.

APPROVED - SSBPPE Commission FY19 Work Plan and Timeline

4. Research policies for potential impact: <ul style="list-style-type: none"> • Any evidence? • Data on local status. • Model policies. • Experiences 	Policy Sub: Pat, Holly Resources: ChangeLab Solutions, SF Shapeup, Healthy Food America BANPAC Voices for Health Kids			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							



Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, September 20, 2018. 7:00 – 9:00 PM
 South Berkeley Senior Center
 2939 Ellis Street, Berkeley – Small Conference Room, 1st Floor

APPROVED MINUTES

The meeting convened at 7:20 pm.

ROLL CALL

Present: Commissioners Moore, Ishii, Namkung, Rose, and Scheider
 (arrived at 7:24 PM).
Absent: Commissioner Crawford
Excused: Commissioner Browne
Staff present: Dechen Tsering, Janice Chin, Kelly Wallace

Commissioner Kouromenos submitted her resignation to Councilmember Davila on 9/19/2018

COMMENTS FROM THE PUBLIC

No Comments.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 7/19/2018.

M/S/C: Commissioners Ishii/Rose

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

Motion passed (7:25 pm)

A Vibrant and Healthy Berkeley for All

ACTION ITEMS

- 1. Moved to accept and approve the Work Plans including proposed additions made by the Media and Community Engagement subcommittees.**

M/S/C: Commissioners Moore/Rose

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

Motion passed (8:07 pm)

- 2. Moved to approve extend the meeting till 9:15 pm.**

M/S/C: Commissioners Ishii/Moore

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

Motion passed (9:55 pm)

- 3. Moved to accept the section on the Results Based Accountability language proposed by City staff to be inserted into the Request for Proposals (RFP) and edited by the Public Health Division as per tonight's discussions with the SSBPPE Commission.**

M/S/C: Commissioners Namkung/Scheider

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

Motion passed (9:05 pm)

4. Move to approve the inclusion of “Funded organization is willing to participate in Program-Wide Healthy Berkeley Evaluation Activities” to Section C under Requirements in the RFP.

M/S/C: Commissioners Scheider/Ishii

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

Motion passed (9:10 pm)

5. Move to approve the proposed RFP and move it forward for the Health, Housing and Community Services Department to make final edits and complete its internal approval process.

M/S/C: Commissioners Ishii/Rose

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

Motion passed (9:13 pm)

6. Move to extend the meeting till 9:25 PM

M/S/C: Commissioners Ishii/Moore

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

Motion passed (9:14 pm)

- 7. Move to approve new meeting time to 6:30 pm – 9:00 pm and keep the same frequency and regularity of the meetings (i.e. every 3rd Thursday of the month with no meetings in August and December).**

M/S/C: Commissioners Rose/Ishii

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

Motion passed (9:22 pm)

- 8. Move to include in the October 18th meeting agenda the following items:**
- a. **Presentation: Healthy Checkout Policy (presenter to be determined)**
 - b. **Discussions: Council Report, RFP, public presentations by Healthy Berkeley-funded community agencies hosted by Ecology Center and Berkeley Food Policy Council.**
 - c. **Action: Best Practices Forum organized by the SSBPPE Commission**

M/S/C: Commissioners Namkung/Scheider

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

Motion passed (9:24 pm)

- 9. Move to adjourn the meeting.**

M/S/C: Commissioners Moore/Namkung

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

Motion passed (9:25 pm)

This meeting adjourned at 9:25 pm.

NEXT MEETING: NOTE THE NEW START TIME

The next meeting will be on **Thursday, October 18, 2018** 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 18, 2018.