



Sugar-Sweetened
Beverage Product
Panel of Experts
Commission

**Sugar-Sweetened Beverage Product
Panel of Experts Commission**
Thursday, May 18th, 2023, 4:30 – 6:30pm
Meeting Location:
West Berkeley Family Wellness Center
1900 Sixth Street, Berkeley, CA 94710
P: 510-981-5350

AGENDA

Preliminary Matters

1. Roll Call
2. Introduction of new Commission members
3. Approval of Draft Minutes from 04/20/2023 regular meeting – **Attachment 1**

The public may comment virtually 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.

Discussion and 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:**
2. **Action 1:** Approve SSBBPPE Commission Recommendations for Funding, FY 24 and FY 25
3. **Action 2:** Add/Remove Subcommittees/ Members (Commissioner Hecht)
4. **Action 3:** For the good of the order (Commissioner Hecht)

Information Items

1. Commission Work Plan – **Attachment 2**
2. Approved Meeting Minutes 03/16/2023 – **Attachment 3**
3. Approved Meeting Dates 2022 – **Attachment 4**
4. Subcommittee Roster 2023– **Attachment 5**
5. City Council Timeline 2023 – **Attachment 6**

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 MEETING IN AUGUST/DECEMBER. Please visit the City of Berkeley's Commission webpage <http://www.cityofberkeley.info/commissions> for meeting details and 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, April 20th, 2023. 4:30 – 6:30 PM

Meeting Location:

West Berkeley Family Wellness Center
1900 Sixth Street, Berkeley, CA 94710
P: 510-981-5350

DRAFT MEETING MINUTES

The meeting convened at 4:37pm.

ROLL CALL

Present: Commissioners Kao, Crawford, Hecht, Chan (5:04).
Absent: Commissioner Rodriguez.
Excused: Commissioner Morales.
Staff present: Roberto Terrones, Janice Chin.

COMMENTS FROM THE PUBLIC None.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 03/16/23.

M/S/C: Commissioners Hecht/Crawford.

Ayes: Commissioners Kao, Crawford, Hecht, Chan.
Noes: None.
Abstain: None.
Absent from vote: Commissioner Rodriguez, Chan.
Recused: None
Excused: Commissioner Morales.

The meeting adjourned at 5:52pm.

NEXT MEETING:

The next meeting is scheduled for **Thursday, May 18th, 2023**. Please check the SSBPPE Commission page on the City of Berkeley Commission webpage for updated information.

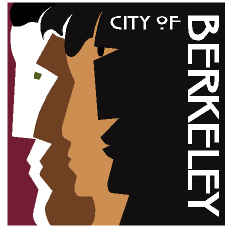
A Vibrant and Healthy Berkeley for All

Respectfully Submitted, Roberto Terrones, Interim Commission Secretary
Minutes will be approved at the May 18th, 2023 regular meeting.

INFORMATION REPORT TO CITY OF BERKELEY COUNCIL
Sugar-Sweetened Beverage Product Panel of Experts (SSBPPE) Commission
FY23 (July 1, 2022 through June 30, 2023 WORK PLAN & TIMELINE

Approved by SSBPPE Commission on October 20, 2022

Activity	Responsible Contact	July 2022	Aug NO Mtg.	Sept 2022	Oct. 2022	Nov 2022	Dec NO Mtg.	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023
1. Consult with COB Fiscal about funding allocation for next cycle.	PS&O Sub-Com,		x	x	x								
2. Periodic meetings as needed.	PS&O Sub-Com, – Full SSBPPE		x	x	x	x							
3. Submit Work Plan to Commission Secretary for FY 23 and approve work plan.	PS&O Sub-Com, – Full SSBPPE			x	x								
4. Revise the RFP.	PS&O Sub-Com,		x	x	x	x	x	x					x
5. Plan for grantees to present at a SSBPPE on successes and challenges to date.	PS&O Sub-Com, – Full SSBPPE			x	x	x							
6. Request report from the COB Public Health Staff regarding activities supported by additional funding for FY 2020 and 2021, including the media and hydration station projects	PS&O Sub-Com, – Full SSBPPE			x								x	
7. Request report from City of Berkeley staff about the epidemiology research and community and BUSD evaluations, including the YRBS	PS&O Sub, Committee– Full Committee					x						x	
8. Write the SSBPPE Annual Report.	PS&O Sub, Committee– Full Committee										x		
9. Liaise with Community Health Commission regarding SSB Policy	Policy					x		x	x	x	x	x	x
10. Support implementation and education of the City of Berkeley procurement policy	Policy sub-committee	x		x	x	x		x	x	x	x	x	x
11. Support implementation and expansion of Healthy Checkout Policy	Policy Sub-committee	x		x	x	x		x	x	x	x	x	x
12. Support publicizing and educating the Berkeley community and UC staff and students about the SSB current policies	Policy	x		x	x	x		x	x	x	x	x	x



Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, March 16th, 2023. 4:30 – 6:30 PM

Meeting Location:

West Berkeley Family Wellness Center
1900 Sixth Street, Berkeley, CA 94710
P: 510-981-5350

MEETING MINUTES

The meeting convened at 4:43pm.

ROLL CALL

Present: Commissioners Morales, Chan.
Absent: Commissioner Rodriguez.
Excused: Commissioner Hecht.
Staff present: Roberto Terrones, Janice Chin.

COMMENTS FROM THE PUBLIC None.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 03/02/23.

M/S/C: Commissioners Morales/ Chan.

Ayes: Commissioners Morales, Chan.
Noes: None
Abstain: None
Absent from vote: Commissioner Rodriguez.
Recused: None
Excused: Commissioner Hecht.

The meeting adjourned at 5:18pm.

NEXT MEETING:

The next meeting is scheduled for **Thursday, April 20th, 2023**. Please check the SSBPPE Commission page on the City of Berkeley Commission webpage for updated information.

A Vibrant and Healthy Berkeley for All

Respectfully Submitted, Roberto Terrones, Interim Commission Secretary
Minutes were approved at the April 20th, 2023 regular meeting.

2023 Commission Meeting Dates

Please complete this form and email it to the
[Commission Inbox](#) by: **Friday, December 30, 2022**

Name of Commission: Sugar-Sweetened Beverage Product Panel of Experts Commission

Commission Secretary: Roberto Terrones

Please Note the Commission Meeting Dates for 2023 Below

Please fill in meeting date below. If no meeting for the month is scheduled please note as "No Meeting."

2023 Meeting Dates

Month	Meeting Day and Date	Time
January 2023	Thursday 1/19/2023	4:30 pm
February 2023	Thursday 2/16/2023	4:30 pm
March 2023	Thursday 3/16/2023	4:30 pm
April 2023	Thursday 4/20/2023	4:30 pm
May 2023	Thursday 5/18/2023	4:30 pm
June 2023	Thursday 6/15/2023	4:30 pm

Month	Meeting Day and Date	Time
July 2023	Thursday 7/20/2023	4:30 pm
August 2023	No Meeting	
September 2023	Thursday 9/21/2023	4:30 pm
October 2023	Thursday 10/19/2023	4:30 pm
November 2023	Thursday 11/16/2023	4:30 pm
December 2023	No Meeting	

commission@cityofberkeley.info

City Clerk Department

Please contact our office at (510) 981-6908 with any questions.

SSBPPE Subcommittee Roster

Subcommittee	Subcommittee Description	Members
Media	<i>Give feedback on media materials that the Public Health Division disseminates to the public, prepare talking points for the media.</i>	
Prevention Strategies and Outcomes	<i>Review and revise requests for proposals, increase knowledge of the community, and evaluation.</i>	Pat Crawford Kenneth Hecht
Sugary Drinks Policy	<i>Recommend policies for the City Council.</i>	Xavier Morales Michael Rodriguez

2023			Thursday 12:00 PM	Thursday 12:00 PM	Monday 2:30 PM	Wednesday 11:00 AM	Thursday 5:00 PM
COUNCIL MEETING DATE	Reports Due to Dept. Director	Reports Due to CAO	Dept. Reports Due to Clerk Day 33	Agenda Committee Packet to Print Day 19	Agenda Committee Meeting Day 15	Final Agenda Meeting - (Print Agenda on wed.) Day 13	Council Agenda Delivery Day 12
Winter Recess [December 14, 2022 through January 16, 2023]							
Jan 17	12/1	12/1	12/15	12/29	1/4	1/4	1/5
Jan 31	12/9	12/9	12/29	1/12	1/16	1/18	1/19
Feb 14	12/29	12/29	1/12	1/26	1/30	2/1	2/2
Feb 28	1/12	1/12	1/26	2/9	2/8 (Tues)	2/15	2/10
Mar 14	1/26	1/26	2/9	2/23	2/22 (Tues)	3/1	3/2
Mar 21	2/2	2/2	2/16	3/2	3/6	3/8	3/9
Spring Recess [March 22 through April 10, 2023]							
Apr 11	2/23	2/23	3/9	3/23	3/27	3/29	3/30
Apr 25	3/9	3/9	3/23	4/6	4/10	4/12	4/13
May 9	3/23	3/23	4/6	4/20	4/24	4/26	4/27
May 23	4/6	4/6	4/20	5/4	5/8	5/10	5/11
May 30	4/13	4/13	4/27	5/11	5/15	5/17	5/18
Jun 6	4/20	4/20	5/4	5/18	5/31 (Tues)	5/24	5/25
Jun 13	4/27	4/27	5/11	5/25	5/29	5/31	6/1
Jun 27	5/11	5/11	5/25	6/8	6/12	6/14	6/15
Jul 11	5/25	5/25	6/8	6/22	6/26	6/28	6/29
Jul 25	6/8	6/8	6/22	7/6	7/10	7/12	7/13
Summer Recess [July 26 through September 11, 2023]							
Sep 12	7/27	7/27	8/10	8/24	8/28	8/30	8/31
Sep 19	8/3	8/3	8/17	8/31	9/6 (Tues)	9/6	9/7
Oct 3	8/11	8/11	8/25	9/8	9/12	9/14	9/15
Oct 10	8/25	8/25	9/8	9/22	9/28 (Wed)	9/28	9/29
Nov 7	9/15	9/15	9/29	10/13	10/19 (Wed)	10/19	10/20
Nov 14	9/28	9/28	10/12	10/26	10/30	11/1	11/2
Nov 28	10/12	10/12	10/26	11/10	11/13	11/15	11/16
Dec 5	10/19	10/19	11/2	11/17	11/20	11/22	11/23 (Wed)
Dec 12	10/27	10/27	11/9	11/23 (Wed)	11/27	11/29	11/30
Winter Recess [December 13, 2023 through January 15, 2024]							

Revised 09/29/2022

VTO Affected Dates

Holiday Affected Dates

Religious Holiday Affected
Date