



Office of the City Manager

CONSENT CALENDAR  
July 24, 2018

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Mark Numainville, City Clerk  
 Subject: Emergency Standby Officers for the Mayor and Councilmembers

RECOMMENDATION

Adopt a Resolution confirming the appointment of Standby Officers for the Mayor and each Councilmember to serve in the event the elected official is unavailable during an emergency, and rescinding Resolution No. 68,454-N.S.

FISCAL IMPACTS OF RECOMMENDATION

None.

CURRENT SITUATION AND ITS EFFECTS

The previous update to Council Standby Officers was in February 2018. Since that time, additional standby officers have been nominated and approved.

Pursuant to Resolution No. 57,906-N.S. no person convicted of bribery, malfeasance in office, violation of Government Code Section 1090, or violation of the Political Reform Act shall be eligible to serve as a Standby Officer. The City Clerk and the Human Resources Department have been coordinating the background checks for the nominees to verify that they are eligible to be appointed.

This report is an interim update to reflect the changes for those nominees that have completed the background check process. As more nominees complete the process, the City Clerk will bring forward additional updates to the Council. Positions listed as “*Pending*” in the resolution denote a nominee that has not been previously nominated and has not completed the background check process.

BACKGROUND

On March 14, 1995, the Council adopted Resolution No. 57,906-N.S., designating a procedure for the selection of Standby Officers for City Councilmembers in the event of an emergency. This procedure is part of the City’s emergency preparedness planning and ensures that in the case of a disaster or other catastrophic emergency causing the unavailability of one or more members of the Council (or Standby Officers where a Councilmember is unavailable), government can continue to function. Under state law,

a Councilmember or Standby Officer is “unavailable” when he or she is “either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his [or her] duties.” (Govt Code § 8636.)

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

Councilmembers have nominated their Standby Officers. Pursuant to the Resolution, the City Manager has commenced investigations to determine that each nominee is qualified to serve as a Standby Officer. While the investigations are ongoing, this resolution is being brought forward as an interim update to reflect the nominees that have completed the process.

The Standby Officers are designated numbers 1, 2, or 3, and will serve in that order if the preceding officer or officers are unavailable. The Council is now asked to formally approve the appointment of all Standby Officers, whose names are listed in the attached resolution.

CONTACT PERSON

Mark Numainville, City Clerk, 981-6900

Attachments:

- 1: List of Nominees
- 2: Resolution

## Status of Nominees

### Mayor

1. Jacquelyn McCormick – approved
2. Phillip Bokovoy – approved
3. Daniel Lindheim - approved

### District 1

1. Bradford Smith – previously approved
2. Lars Skjerping – pending
3. Margo Schueler – approved

### District 2

1. Hatem Bazian - approved
2. None Designated
3. None Designated

### District 3

1. None Designated
2. Christine Schildt - approved
3. None Designated

### District 4

1. Erin Diehm - approved
2. Kelly Hammargren – approved
3. Anna Callahan – approved

### District 5

1. Shoshana O’Keefe - approved
2. None Designated
3. None Designated

### District 6

1. Anna Avellar – previously approved
2. Terry Roberts – pending
3. Victoria Legg – approved

### District 7

1. James Chang - pending
2. None Designated
3. None Designated

### District 8

1. Denise Pinkston – approved
2. None Designated
3. None Designated

RESOLUTION NO. ##,###-N.S.

CONFIRMING THE APPOINTMENT OF STANDBY OFFICERS AND RESCINDING  
RESOLUTION NO. 68,454-N.S.

WHEREAS, by Resolution No. 57,906-N.S. adopted March 14, 1995, the Council enacted a policy for the appointment of Standby Officers to serve in each Councilmember's place in the event the Councilmember is unavailable during a disaster; and

WHEREAS, each Councilmember has nominated Standby Officers and the City Manager has found all the nominees to be qualified in accordance with the standards set forth in Resolution No. 57,906-N.S.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the following persons are hereby confirmed as Standby Officers to serve in place of a Councilmember in case the Councilmember is unavailable during a catastrophic emergency, and that they shall serve in the order listed, successive Standby Officers serving only if the preceding officer or officers are unavailable. The definition of "unavailable" shall be as set forth in Government Code Section 8636: an officer is either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his or her duties; or as that Section may be hereafter amended.

For Mayor Jesse Arreguin

1. Jacquelyn McCormick
2. Phillip Bokovoy
3. Dan Lindheim

For Councilmember Linda Maio

1. Bradford M. Smith
2. *Pending*
3. Margo Schueler

For Councilmember Cheryl Davila

1. Hatem Bazian
2. None Designated
3. None Designated

For Councilmember Ben Bartlett

1. None Designated
2. Christine Schildt
3. None Designated

For Councilmember Kate Harrison

1. Erin Diehm
2. Kelly Hammargren
3. Anna Callahan

For Councilmember Sophie Hahn

1. Shoshana O'Keefe
2. None Designated
3. None Designated

For Councilmember Susan Wengraf

1. Anna Avellar
2. *Pending*
3. Victoria Legg

For Councilmember Kriss Worthington

1. *Pending*
2. None Designated
3. None Designated

For Councilmember Lori Droste

1. Denise Pinkston
2. None Designated
3. None Designated

BE IT FURTHER RESOLVED, that Resolution No. 68,454-N.S. is hereby rescinded.

