



RENT STABILIZATION BOARD
BUDGET & PERSONNEL COMMITTEE MEETING

Thursday, February 25, 2021

5:00 p.m.

PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE.

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the Rent Stabilization Board's **Budget & Personnel Committee** (Committee) will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, **there will not be a physical meeting location available.**

To access this meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device by clicking on this URL: <https://zoom.us/j/91373516872?pwd=dThobUFyM1BObHF0eWxJU3IwWXNKQT09>. If you do not wish for your name to appear on the screen, then use the drop-down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "Raise hand" icon by rolling over the bottom of the screen.

To join by phone: Dial 1-408-638-0968 and enter Webinar ID: 913 7351 6872 and Passcode: 793957. If you wish to comment during the public comment portion of the agenda, Press *9 and wait to be recognized by the Committee Chair.

To submit an e-mail comment to be read aloud during public comment, email mbrown@cityofberkeley.info with the Subject Line in this format: "PUBLIC COMMENT ITEM FOR BUDGET & PERSONNEL COMMITTEE". Please observe a 150-word limit. Time limits on public comments will apply. Written comments will be entered into the public record. **Email comments must be submitted to the email address above by 3:00 p.m. on the day of the Committee meeting in order to be included.**

Please be mindful that this will be a public meeting and all rules of procedure and decorum will apply for meetings conducted by teleconference or videoconference.

This meeting will be conducted in accordance with Government Code Section 54953 and all current state and local requirements allowing public participation in meetings of legislative bodies. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Matt Brown, Acting Executive Director, at (510) 981-7368 (981-RENT). The Committee may take action related to any subject listed on the Agenda.



Rent Stabilization Board

RENT STABILIZATION BOARD
BUDGET & PERSONNEL COMMITTEE MEETING

Thursday, February 25, 2021 – 5:00 p.m.

AGENDA

1. Roll Call
2. Approval of Agenda
3. Public Comment
4. Approval of January 28, 2021 Meeting Minutes (Attached to Agenda)
5. Discussion and Possible Action regarding the process for setting registration fee levels and the adoption of the Fiscal Year 2021/22 budget
6. Future agenda items
 - ➔ Trainings and team-building exercises for Commissioners
 - ➔ Comparison of 2019 and 2020 counseling service request data
 - ➔ Increasing Commissioner Stipends
 - ➔ Employment Liability Insurance
7. Discussion and Possible Action to set next Committee meeting
8. Adjournment

STAFF CONTACT: Matt Brown, Acting Executive Director (510) 981-7368

COMMITTEE: James Chang, John Selawsky (Chair), Leah Simon-Weisberg, Dominique Walker



Rent Stabilization Board

RENT STABILIZATION BOARD
BUDGET AND PERSONNEL COMMITTEE MEETING
Thursday, January 28, 2021 – 5:00 p.m.

Meeting Minutes To Be Approved

1. Roll call. Meeting called to order at 5:02 p.m.
 Members present: Chang, Selawsky, Simon-Weisberg and Walker.
 Staff Present: Brown and Bursell
2. Approval of the agenda. M/S/C (Simon-Weisberg/Selawsky) Motion to approve the Agenda.
 Roll call vote. YES: Chang, Selawsky, Simon-Weisberg and Walker; NO: None; ABSTAIN:
 None; ABSENT: None. Carried: 4-0-0-0.
3. Public Comment. No public comment.
4. Approval of the December 10, 2020 Meeting Minutes (Attached to agenda) M/S/C
 (Selawsky/Simon-Weisberg). Motion to approve the December 10, 2020 committee meeting
 minutes. Roll call vote. YES: Chang, Selawsky, Simon-Weisberg and Walker; NO: None;
 ABSTAIN: None; ABSENT: None. Carried: 4-0-0-0.
5. Election of Committee Chair. Commissioner Chang nominated Commissioner Selawsky for the
 position of committee chair and Commissioner Selawsky accepted the nomination. Roll call
 vote. YES: Chang, Selawsky, Simon-Weisberg and Walker; NO: None; ABSTAIN: None;
 ABSENT: None. Carried: 4-0-0-0.
6. Discussion and Possible Action regarding Mid-Fiscal Year Budget Review including Possibly
Adding Positions to the Staffing Model (See attached report): Matt Brown, Acting Executive
 Director spoke on the need for additional staff. Commissioners Simon-Weisberg and Chang
 agreed with the need to retain the Associate Planner and the addition of a Housing Counselor and
 possibly a General Counsel. M/S/C (Chang/Simon-Weisberg). Motion to Recommend to the full
 Board to add a Housing Counselor to staffing model. Roll call vote. YES: Chang, Selawsky,
 Simon-Weisberg and Walker; NO: None; ABSTAIN: None; ABSENT: None. Carried: 4-0-0-0.
7. Future agenda items
 Committee agreed to discuss these topics at their next meeting.
 - ➔ Trainings and team-building exercises for Commissioners
 - ➔ Comparison of 2019 and 2020 counseling service request data
 - ➔ Increasing Commissioner Stipends
 - ➔ Employment Liability Insurance

8. Discussion and Possible Action to set next committee meeting: The Committee agreed to meet on February 25, 2021 at 5:00 p.m. Commissioner Simon-Weisberg left at 6:05p.m.
9. Adjournment. M/S/C (Chang/Selawsky) Motion to adjourn. Roll call vote. YES: Chang, Selawsky and Walker; NO: None; ABSTAIN: None; ABSENT: Simon-Weisberg. Carried: 3-0-0-1. Meeting adjourned at 6:10 p.m.

STAFF CONTACT: Matt Brown, Acting Executive Director (510) 981-7368

COMMITTEE: James Chang, John Selawsky, Leah Simon-Weisberg and Dominique Walker