

Community Health Commission (CHC)

COMMUNITY HEALTH COMMISSION MEETING AGENDA

Thursday, March 24, 2016 - 6:30 pm – 9:00 pm
South Berkeley Senior Center, 2939 Ellis Street
Berkeley, CA 94709

Preliminary Matters

1. Roll Call
2. Introductions of any new members
3. Approval of Minutes from prior meeting (Attachment 1)
4. Confirm note taker – Commissioner Engelman's transcribers
5. Public Comment (*Speakers will have up to 5 minutes each*)

Presentation & Discussion Items

1. **Health Officer Update:** Janet Berreman

Subcommittee Reports

1. **Health Equity Subcommittee:** Continued discussion on African American Holistic Resource Center
 - a. **Action:** [Kwanele] Recommend that City Council direct the City Manager to explore implementing an African American Holistic Resource Center (within South Berkeley)
2. **Envisioning Future & Workplan Subcommittee:** Discuss 2016 workplan ideas for Community Health Commission and relevant subcommittees
 - a. **Action:** Draft Berkeley Municipal Code legislation for Community Health Commission (Attachment 3)
 - b. **Action:** 2016 workplan ideas and goals (Attachment 4)
 - c. **Action:** [Chen] Create an Anti-Human Trafficking subcommittee

Action Items

1. **Action:** Elect Commissioner Kwanele as new Vice Chair
2. **Action:** Retire Electronic Controlled Weapon subcommittee
3. **Action:** Retire Tobacco Minimum Age subcommittee
4. **Action:** The Human Welfare & Community Action Commission is submitting a recommendation to City Council requesting that the Berkeley Municipal Code be modified to clarify management of the City of Berkeley commissions and removal and appointment of commissioners (Attachment 5)

Future Agenda Items

1. Discuss recommending to Council to direct Public Health Division staff to determine its role in discussions relating to police data, as a way of monitoring institutional racism and addressing stress in chronic disease development [Franklin]
2. Discuss/explore the expansion of the Heart-2-Heart program [Rosales]
3. Paul Buddenhagen – April
4. Public Health Accreditation
5. Update on Public Health priorities

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Announcements from Commissioners

Adjournment

Attachments:

1. Draft minutes of 2/25/16 CHC meeting
2. Approved minutes of 1/28/16 CHC meeting
3. Draft revised Community Health Commission charter
4. Draft Community Health Commission workplan
5. Human Welfare & Community Action Commission report
6. Community Health Commission Subcommittee Roster

The next meeting of the Community Health Commission is scheduled for April 28, 2016 with a deadline of April 14, 2016 for the public's submission of agenda items and materials for the agenda packet. Dates are subject to change; please contact the Commission Secretary to confirm.

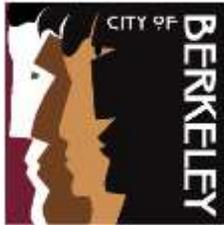
Please refrain from wearing scented products to this meeting.

COMMUNICATION ACCESS INFORMATION

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 981-6346 (V) or 981-6345 (TDD) at least three business days before the meeting date.

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.

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 North Berkeley Senior Center located at 1901 Hearst Avenue, during regular business hours. The Commission Agenda and Minutes may be viewed on the City of Berkeley website: <http://www.cityofberkeley.info/commissions>.



Community Health Commission

Community Health Commission

Meeting Location: South Berkeley Senior Center
2939 Ellis Street, Berkeley, CA

Draft Minutes Regular Meeting, Thursday February 25, 2016

The meeting convened at 6:40 p.m. with Chair Rosales presiding.

ROLL CALL

Present: Commissioners Chen, Engelman, Franklin, Kwanele (6:48), Namkung, Nathan, Rosales, Shaw, Smith, Stein, Thornton, Wertman, A. Wong, and M. Wong

Absent: Commissioner Speich

Excused: None

Staff present: Janet Berreman and Tanya Bustamante

COMMENTS FROM THE PUBLIC

- Comment from Berkeley resident Gordon Loncz regarding the importance of safe communities and affordable housing, and to consider that a percentage of affordable housing developments be dedicated to affordable housing.

PRESENTATIONS

- None.

ACTION ON MINUTES

1. M/S/C (Stein/Nathan) Motion to approve the draft January 2016 minutes.

Ayes: Commissioners Chen, Engelman, Franklin, Namkung, Nathan, Rosales, Shaw, Smith, Stein, Thornton, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioner Speich

Absent from vote: Commissioner Kwanele

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Excused: None

Motion Passed.

ACTION ITEM

2. M/S/C (Namkung/Chen) Motion to create “Envision Future of Community Health Commission” subcommittee to revise Commission participation requirements and draft Commission workplan. Subcommittee to include the following Commission members: Chen, Franklin, Kwanele, Namkung, Nathan, Rosales, and M. Wong.

Ayes: Commissioners Chen, Engelman, Franklin, Kwanele, Namkung, Nathan, Rosales, Shaw, Smith, Stein, Thornton, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioner Speich

Excused: None

Motion passed.

ACTION ITEM

3. M/S/C (Stein/Namkung) Motion to elect Neal Nathan as new Community Health Commission Chair.

Ayes: Commissioners Chen, Engelman, Franklin, Kwanele, Namkung, Nathan, Rosales, Shaw, Smith, Stein, Thornton, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioner Speich

Excused: None

Motion passed.

ACTION ITEM

4. M/S/C (Namkung/Franklin) Motion to approve report to City Council recommending approval of an ordinance requiring food vendors to provide health default beverages with children's meals, with the following modifications:
- a. Deletion of low-fat and non-fat milk language under 'Recommendation' section
 - b. Include "cost of ongoing enforcement" under 'Fiscal Impacts' section
 - c. Revision of 'Alternative Actions' section to read "Do nothing and maintain status quo."

Ayes: Commissioners Chen, Engelman, Franklin, Kwanele, Namkung, Nathan, Rosales, Shaw, Smith, Stein, Thornton, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioner Speich

Excused: None

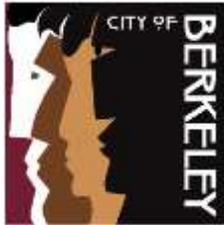
Motion passed.

NEXT MEETING

The next regular meeting will be on March 24, 2015 at 6:30 p.m. at the South Berkeley Senior Center.

This meeting was adjourned at 9:00 p.m.

Respectfully Submitted, Tanya Bustamante, Secretary.



Community Health Commission

Community Health Commission

Meeting Location: South Berkeley Senior Center
2939 Ellis Street, Berkeley, CA

Approved Minutes Regular Meeting, Thursday January 28, 2016

The meeting convened at 6:38 p.m. with Chair Rosales presiding.

ROLL CALL

Present: Commissioners Chen, Engelman (6:39), Franklin, Kwanele, Namkung, Nathan, Rosales, Shaw, Smith, Stein (7:05), Wertman, A. Wong, and M. Wong

Absent: Commissioners Thornton & Speich

Excused: None

Staff present: Janet Berreman and Tanya Bustamante

COMMENTS FROM THE PUBLIC

- Comment from former Commissioner Soichet regarding consideration of an ordinance to City Council prohibiting grocery stores from throwing away unsold food. This issue has been raised by Councilmember Arreguin and referred to the Zero Waste Commission.

PRESENTATIONS

- Carol Johnson, City of Berkeley Planning Department – Presentation on Adeline Corridor Project and phases of planning
- Carla Dartis, Alameda County District Attorney's Office – Presentation on human trafficking

ACTION ON MINUTES

1. M/S/C (Nathan/Chen) Motion to approve the draft November 2015 minutes.

Ayes: Commissioners Chen, Engelman, Franklin, Kwanele, Namkung, Nathan, Rosales, Smith, Wertman, A. Wong and M. Wong

Noes: None

Abstain: Commissioner Shaw

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Absent: Commissioners Speich & Thornton

Absent from vote: Commissioner Stein

Excused: None

Motion Passed.

ACTION ITEM

2. M/S/C (A. Wong/Shaw) Motion to retire the Electronic Controlled Weapon Subcommittee.

Ayes: Commissioners Chen, Engelman, Franklin, Kwanele, Namkung, Nathan, Rosales, Shaw, Smith, Stein, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioners Speich & Thornton

Excused: None

Motion passed.

ACTION ITEM

3. M/S/C (Namkung/Franklin) Motion to extend Community Health Commission meeting to 9:20 pm.

Ayes: Commissioners Chen, Engelman, Franklin, Kwanele, Namkung, Nathan, Rosales, Shaw, Smith, Stein, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioners Speich & Thornton

Excused: None

Motion passed.

ACTION ITEM

4. M/S/C (Namkung/Franklin) Motion to approve amended report to City Council recommending support to Berkeley Technology Academy.

Ayes: Commissioners Chen, Franklin, Namkung, Nathan, Rosales, Shaw, Stein, Wertman, A. Wong and M. Wong

Noes: None

Abstain: None

Absent: Commissioners Speich & Thornton

Absent from vote: Commissioners Engelman, Kwanele, & Smith

Excused: None

Motion passed.

NEXT MEETING

The next regular meeting will be on February 25, 2015 at 6:30 p.m. at the South Berkeley Senior Center.

This meeting was adjourned at 9:20 p.m.

Respectfully Submitted, Tanya Bustamante, Secretary.

Chapter 3.76

COMMUNITY HEALTH COMMISSION*

Establishment of Community Health Commission. Council liaison representative-- Functions. Officers, meetings and procedures. Functions of the commission.

*Provisions pertaining to the Fair Campaign Practices Commission can be found in Title 2, Ch. 2.12.

Section 3.76.010 Establishment of Community Health Commission.

There is hereby established a Community Health Commission. The commission shall consist of eighteen members selected by the City Council in accordance with the Fair Representation Ordinance, Berkeley Municipal Code Sections 2.04.030 through 2.04.130. Appointments to the commission shall **honor the mission of reducing health inequities by appointing members that reflect the diversity of Berkeley.**

A. 18 members appointed by City Council members to represent respective districts

B. Membership Rules:

1. Members of the communities most effected by health inequities
2. Community organizers
3. Health Service workers
4. Behavioral Health workers
5. Educators
6. Physicians
7. College Students
8. Youth

C. Diversity: The appointment of members must include people of varying race/ethnicity, gender, age, income, class, ability, as it is vital to have commissioners who have a deep understanding of the social determinants of health inequity.

D. The remaining members shall be individuals interested in the health of women, children and adolescents. (Ord. 6236-NS § 1, 1994: Ord. 6147-NS § 1, 1992: Ord. 6010-NS § 1, 1990)

Section 3.76.020 Council liaison representative--Functions.

The City Council shall appoint one of its members to act as a liaison representative to the commission. The functions of such liaison representative are:

A. To attend the meeting of the commission;

B. To advise the council of the background, attitudes and reasons behind decisions and recommendations of said commission; and

C. On request of any member of said commission to advise the commission of policies, procedures and decisions of the council that may bear on matters under discussion by commission.

The council liaison representative shall have no power to vote and shall receive no additional compensation. (Ord. 6010-NS § 2, 1990)

Section 3.76.030 Officers, meetings and procedures.

A. The commission shall elect one of its members president and one of its members vice-president.

B. An officer or employee of the City designated by the City Manager shall serve as secretary of the commission.

C. The commission shall establish a regular place and time for meeting. All meetings shall be noticed as required by law and shall be scheduled in a way to allow for maximum input from the public. The frequency of meetings shall be as determined by City Council resolution. The scheduling of special meetings in addition to those established by City Council resolution, except special meetings that take the place of cancelled regular meetings, shall be subject to approval by the City Council. A request for a special meeting shall include the reason for the proposed meeting and should be expedited on the City Council's agenda, or in the alternative, placed before the Agenda Committee for approval.

D. The commission may make and alter rules governing its organization and procedures which are not inconsistent with this chapter or any other applicable ordinance of the City.

E. A majority of the members appointed is required to take any action. The commission shall keep an accurate record of its proceedings and transactions and shall submit an annual report to the City Council with a copy to the City Manager. (Ord. 6900-NS § 1, 2006: Ord. 6010-NS § 3, 1990)

Section 3.76.040 Functions of the commission.

A. The function of the commission shall be as follows:

The commission shall have all of the following powers and duties

1. Health planning, including review of matters referred by the City Council and other City departments;
2. Oversight of the implementation of said recommendations in conjunction with city staff;
3. Review of health proposals submitted by public and private agencies for funding;
4. Advisory role to the Public Health Department on fiscal matters as required to achieve city action and implementation of Community Health Commission recommendations
5. Bidirectional conduit for health and educational information between the public and the public health division;
6. Educational information service to the community about problems and proposals relating to health resources in Berkeley;
7. Performance of such other functions and duties as may be directed by the City Council.

B. In prescribing the above duties and functions of the commission, it is not the intent of this council to duplicate or overlap the functions, duties, responsibilities heretofore or hereafter assigned to any other City board, commission or committee or to a City department. As to such functions or responsibilities above set forth which are partially or wholly the responsibilities of another board, commission or committee or of a department of the City, the commission will render assistance and advice to such board, commission, committee or

Community Health Commission DRAFT Work Plan 2016

Guiding Philosophy: Look at health through the lens of equity, and aim to address, ameliorate, and abolish health inequities in Berkeley through our work while advancing other public health efforts.

Mission/Purpose:

1. Work with the community and the Berkeley Public Health Division to eliminate health inequity by:

- Increasing the public education/social marketing efforts, understanding, and awareness of issues
- Advocating together with the residents of Berkeley most affected by institutional, social, organizational inequities/disparities
- Representing the community through the diversity of this commission
- Being the bi-directional conduit of information and resources between community and PHD
- Making thoughtful recommendations to council that have the potential to improve the health of Berkeley residents that can be implemented, monitored, and evaluated.

2. Achieve general public health progress by being responsive to community needs and facilitating general health and safety.

Overall goals, issues & priorities: All issues can be addressed through a health equity lens.

1. Make progress toward realizing an African American Holistic Resource Center
2. Advocate for the expansion of the Heart-2-Heart Program
3. Increase community access to healthy food while reducing unhealthy food
4. Further address more social determinants of health like affordable housing
5. Expand community communication to generate a more informed and engaged coalition

General steps and actions needed to meet priorities:

- Better follow up with council implementations
- Collaborate with other commissions to share resources and
- Focused/specialized subcommittees / ad hoc sub committees (funnel intelligence/knowledge into smaller groups)
- Keep track of state policy and data flow

Specific steps and actions needed to meet priorities:

- Subcommittees
 - o Healthy Food Security
 - Identify food deserts
 - Connect communities with resources
 - Propose policies to mitigate unhealthy food consumption
 - Food surplus

- Change perception of tossing food & poor hygiene
 - Policy tracking
 - Track City Council minutes, state, and national legislative actions.
 - Health Equity Subcommittee
 - Continue work to get a resource center in South Berkeley
 - Chronic Disease Prevention
 - focus on diabetes, heart disease.
 - Structural/Institutional Inequity Issues Sub Committee.
 - Wider scope than Health Equity Subcommittee to identify and address social determinants of health that are less proximate causes of health inequities.
 - Public Education and Marketing
 - Continue efforts to share health information and empower the community.
 - Novel subcommittees as needed to quickly address City Council referrals.
 - Other subcommittee on issues that are not heavily addressed due to lower incidence rates, yet high severity.
 - Human trafficking
 - Neurological Conditions
- Liaisons to other commissions
 - Housing Advisory Commission
 - Homeless Commission
 - Zero Waste Commission
 - Mental Health Commission
 - Human Welfare and Community Action Commission
 - Community Environmental Advisory Commission
 - Sugar Sweetened Beverage Panel collaboration with regular meetings about



Human Welfare and Community Action Commission

ACTION CALENDAR

April 26, 2016

To: Honorable Mayor and Members of the City Council
From: Human Welfare and Community Action Commission
Submitted by: Praveen Sood, Chairperson, Human Welfare and Community Action Commission
Subject: Commission Process Improvement

RECOMMENDATION

Adopt a Resolution requesting that the City Manager examine the addition of language to the Berkeley municipal that clarifies aspects of the management of City of Berkeley commissions and the removal and appointment of commissioners.

FISCAL IMPACTS OF RECOMMENDATION

There are minimal costs associated with the actions recommended beyond amending the policy as appears in city publications.

CURRENT SITUATION AND ITS EFFECTS

The city of Berkeley has a unique system of commissions that acts on a consultative basis with city council on a variety of topics. Like most organizations, commissions need to constantly look at ways to improve their process. The current code regarding the operations of the city commissions is unclear in several areas and this resolution attempts to find solutions to these needs.

BACKGROUND

On 9/16/2015 the HWCAC held a public meeting with a resolution on Divestment from Israel as one of the agenda items. Just before the start of that meeting, Cheryl Davila, the commissioner who had brought the resolution forward was informed that she was being removed by her appointing councilperson, Darryl Moore. According to Ms. Davila, Councilperson Moore had a conversation with her a day before the meeting and had warned her to pull the resolution or face the consequences. This dismissal just before the meeting effectively removed Ms. Davila from the debate that night and from any potential vote on the resolution.

In addition to the dismissal, several members of the council appointed new commissioners to the HWCAC just before a vote on the resolution. One of these last minute appointments was for only one meeting, which happened to be the one on 10/21/2015 where the divestment resolution was being voted on. Two other last minute appointments, including one by Darryl Moore, provided votes against the resolution,

consistent with what their council appointer had wanted. Other appoints didn't even show up for the meetings, and were eventually removed. Whether these appointments were made to purposely manipulate the vote is a separate discussion, but they gave that impression to many commissioners and members of the public. We firmly believe that whatever your feelings are in regards to a topic, in this case Divestment from Israel, the rights of commissioners and the public to engage in open debate and to a fair vote on the topic should not be compromised. These actions by city council highlight how the current code is vague on dealing with some aspects of commissioner dismissals and appointments and how that lack of clarity may be used to exert influence on commissioners and manipulate open debate. This resolution recommends several changes to the code regarding commissions in an effort to clarify these points and protect the role of the commissioner and improve the performance of these valuable groups.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental impacts or opportunities associated the action suggested in this report.

RATIONALE FOR RECOMMENDATION

As a member of the commission system the Human Welfare and Community Action Commission has a vested interest in the improved operations of the commission system. In addition, we believe that clarifying certain parts of the process will help the commission system to better serve the community by providing the opportunity for people to tackle difficult subjects.

ALTERNATIVE ACTIONS CONSIDERED

None

CITY MANAGER

The City Manager takes no position on the content and recommendations of the Commission's Report.

CONTACT PERSON

Wingyin Wong, Commission Secretary, HHCS, (510)981-5428

Attachments:

1: Resolution

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

Commission Improvement Process

WHEREAS, the Human Welfare and Community Action Commission is organization with the city's commission program and has a vested interest in the approved function of the commissions.

WHEREAS, here is potential for the commission appointment process to be used in ways that it may not have been intended.

WHEREAS, the set of rules regarding the removal of commissioners by their appointing city council member is not clearly defined.

WHEREAS, we believe the system could be improved with closer contact between commissioners and their appointing city councilpersons.

NOW THEREFORE BE IT RESOLVED by the City Council of the city of Berkeley that the city manager examine the feasibility making changes to the existing city code to improve the operations of the commission process.

BE IT FURTHER RESOLVED that BMC 3.78.030 Vacancy and Removal Section A Sentence 2 be amended with the following or similar language. "Vacancies on the board shall result when a member notifies the City Clerk of his/her resignation, or when an elected member moves and establishes residence outside of his/her election district, or when a commissioners appointment is revoked by the appointing city council member in writing with a minimum of 30 days' notice." This will ensure that any terminations of appointment are done with advanced notice and will ensure against the conflicts of interest that may arise from last minute removals of commissioners.

BE IT FURTHER RESOLVED that BMC 3.78.030 Vacancy and Removal Section B Sentence 1 be amended with the following or similar language.."..finish the unexpired term of the appointment. This vacancy appointment may not vote on commission items till the 2nd meeting following their appointment." This will ensure against the conflicts of interest that may arise from that last minute appointments made to affect the outcomes of votes.

BE IT FURTHER RESOLVED that BMC 3.78.040 Temporary Vacancies Sentence 3 shall be amended with the following language.."..remaining representatives of the poor, as long as that appointment is approved by a minimum of 3 representatives of the poor, if three representatives of the poor are not available then the temporary appointment may be voted on by a quorum of commissioners and may be approved by a majority of the quorum." This change ensures that any temporary vacancies on the Human Welfare

and community Action Commission are approved by a minimum number of members of the commission, currently there is no defined number of voting members required.

BE IT FURTHER RESOLVED that BMC 3.78.050 officers, meeting, and procedures be amended with the following or similar language “E. City Council members will meet with the commissioner appointees in person, or via a phone call or online meeting every 6 months starting on the day of their appointment.” This will help ensure better communication between council members and their appointees.

BE IT FURTHER RESOLVED by the city council of the city of Berkeley that the city manager and city attorney examine and changes necessary to apply the appropriate changes to the code in regards to all of the city’s commissions.

Community Health Commission
2016 Subcommittee Roster

District	Last	First	Subcommittees		
			Health Equity	Public Education & Marketing	Electronic Controlled Weapon
1	Engelman	Alina			
1	Vacant				
2	Smith	Kad	X		
2	Speich	Pamela			
3	Kwanele	Babalwa	X		
3	Vacant				
4	Stein	Antoinette	X		X
4	Wong	Marilyn	X	X	
5	Vacant				
5	Wertman	Holly			
6	Franklin	Linda		X	
6	Vacant				
7	Nathan	Neal	X		
7	Wong	Andrew	X		
8	Chen	Leona			
8	Namkung	Poki			
M	Rosales	Ces	X	X	
M	Shaw	Mia			