



CITY OF ALBANY  
SOCIAL & ECONOMIC JUSTICE COMMISSION

July 1, 2021 – June 30, 2023 Work Plan  
Recommended by the SEJC: [DATE]  
Approved by the City Council: [DATE]

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### Background

Each advisory body shall prepare a work plan to be approved by the City Council to ensure tasks being undertaken support the overarching goals of the Council and the City.

This work plan encompasses two fiscal years (July 1 – June 30), starting with the fiscal year following a regular City Council election. The work plan reviews progress on the prior work plan, and identifies items for the next work plan period. The work plan includes items identified as priority projects within the City Council’s Strategic Plan.

The newly appointed advisory body shall draft a work plan during the first half of their first year. This will be presented to the Council for approval and implementation will begin in July. Tasks remaining on the previous work plan will be worked on between January – June.

The Social & Economic Justice Commission (SEJC) shall review the work plan mid cycle to identify accomplishments and ensure continued focus on completing tasks.

If a change is needed to the work plan outside of that schedule, the SEJC shall submit a “Request for Amendment to Advisory Body Work Plan” Form for review by the City Council.

Advisory bodies shall review their work plans at the end of the two year term (November/December even calendar year ) and create a status report of their work, including what was completed; what should continue; and what should be dropped. An optional narrative can explain decisions made regard individual items. This summary document will assist the bodies newly appointed at the beginning of the odd calendar year understand their role and enable them to develop their own plan going forward.

### Purpose of the SEJC

The charge of this Commission is to research, analyze, discuss and evaluate a broad range of data and opinions on social and environmental issues affecting the welfare of the residents of Albany as inhabitants of both a local and a global community, and make recommendations to the City Council on positions and/or actions to take to address these issues.

Recommendations to the City Council shall state the relevance, important and/or particular impact that the issue has on the welfare of the residents of Albany.

## **2019-2021 Work Plan Outcomes**

[Include report from prior advisory body and indicate whether each item is *completed*, *worked on*, or *not worked on*.]

### **COUNCIL STRATEGIC PLAN GOAL 1 - Foster a Healthy and Sustainable Urban Village**

#### **Objective 2. Promote Housing Availability & Quality**

- 1) Review of progress towards Housing Element policies with Community Development Staff once per year. [WORKED ON; received presentation update]
- 2) Review all new multi-family housing proposals for affordability needs of the community. [NOT WORKED ON]
- 3) Investigate funding sources, State and Regional Housing initiatives to increase affordable housing in Bay Area and implications for Albany. [WORKED ON; requested to amend Work Plan to add a Housing Forum, approved by the City Council.]
- 4) Receive updates regarding Rent Review program and provide report and recommendations to Council in November 2019 on program effectiveness, changes, if needed and tenant protections. [WORKED ON; received presentations, reviewed reports, and provided input on the program, continuing annual update.]

### **COUNCIL STRATEGIC PLAN GOAL 2 - Engage Our Diverse Community**

#### **Objective 1. Connect with and Engage the Community**

- 1) Receive updates regarding the Albany CARES program and provide recommendation to Council in December 2019. [WORKED ON; received annual report presentation and provided input on the program, continuing annual update]
- 2) Review and evaluate Albany Project HOPE based on performance measures included in quarterly reports provided by BFHP and the annual presentation by BFHP staff/Project HOPE Case Manager [WORKED ON; reviewed quarterly reports, including client survey data, and provided input on program, continuing quarterly update]
- 3) Provide input on outreach efforts regarding information on low income/senior tax exemptions. [WORKED ON; received report on tax exemption and renter rebate application received, and provided input on outreach efforts on low-income/senior tax exemptions, continuing annual updates]
- 4) Provide input on ways to equalize burden on future and existing measures. [NOT WORKED ON]

#### **Objective 3. Continue to Promote Communitywide Inclusivity**

- 1) Identify service needs to support aging in place including steps toward an aging in place strategic plan. [WORKED ON; provided an Aging in Place to the City Council]
- 2) Develop a model for an annual Albany diversity report card and a survey on inclusivity. [COMPLETED; recommended the Council consider a EEO-4 reporting on the City website,

recommended the Council consider collecting demographic information from Advisory Board members]

3) Develop a model for an Inclusivity/Social Justice impact report to be part of Council review of proposed legislation and initiatives. [COMPLETED; recommended the Council consider a process to ensure inclusivity is considered in staff reports]

4) Work with consultant Nicole Anderson & Associates to advance the creation of a Racial Equity Impact Plan [COMPLETED; final draft will be presented to Council]

#### **Objective 4. Promote Health and Wellness**

1) Provide a recommendation to the Council on health and wellness programs to be developed with sugar-sweetened beverage tax revenue where the matter is discussed (Council Study Session). [COMPLETED; provided recommendation to Council]

#### **Fiscal Year 2021-2023 Work Plan Items** [Indicate whether each item is *required* or *desired*.]

\*All items are desired, and not required.

#### **Regular Reports:**

- **Albany CARES** – annual report
- **Berkeley Food & Housing Project (BFHP) for Albany Project HOPE** – quarterly report

#### **Recurring Action Items:**

[none]

#### **One-time Action Items:**

- Youth Task Force
- Lisjan/Ohlone Tribe – getting in right relationship with
- Aging/homebound in Place strategic plan – develop and submit
- Housing Forum: reviewing new proposals for affordability, equity and reparation opportunity for previously redlined groups, COVID responses around rent relief, addressing wrongs
- Inclusivity Survey
- Mental Health - receive updates on programs & services when available
- Economic & Social Justice

#### **Potential Future Work Plan Items:**

- Anti-Racism Subcommittee
- Homelessness Task Force – look at recommending one/homelessness services/needs (Shower Program)
- Diversity Report Card