

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: November 1, 2021
Reviewed by: NA

SUBJECT: Review of Advisory Body Work Plan

REPORT BY: Anne Hsu, City Clerk

SUMMARY

This report is a continuation of the 2021-2023 Advisory Body Work Plans as developed by the Advisory Bodies to the City Council. The work plans are submitted to the City Council by the Advisory Bodies for Council review and approval. This work plan being presented is provided in the new work plan template recently approved by the Council. This work plan covers a period of two years from July 1, 2021 – June 30, 2023.

STAFF RECOMMENDATION

That the Council:

1. Receive presentation regarding the work plan developed by the Social & Economic Justice Commission.
2. Provide any comments or direction regarding the proposed work plan.
3. Approve work plan for implementation by the Advisory Body.

BACKGROUND/DISCUSSION

Advisory Bodies to the City Council include the Arts Committee, Charter Review Committee, Climate Action Committee, Community Media Access Committee, Economic Development Committee, Financial Advisory Committee, Parks, Recreation & Open Space Commission, Planning & Zoning Commission, Social & Economic Justice Commission, and the Transportation Commission. The Police & Fire Pension Board is defined in the City Charter for specific focused purposes, and as such does not complete a work plan. The Police & Fire Pension Board oversees the investments and stability of the retirement plan for public safety employees who were hired prior to July 1, 1971.

Per Council action in February 2015, the Council will now receive work plan presentations every two years. The review of the work plans is intended to highlight recent accomplishments and outline priority focus areas for each of the Advisory Bodies. The work plans are also intended to help further the Council's Strategic Plan and denote relativity to the Strategic Plan when applicable. The work plans are to prioritize implementation of the Council's Strategic Plan. The current City Council Strategic Plan runs through June 30, 2021. As the Council

initiates an update to the Strategic Plan, additional goals and objectives may need to be incorporated into certain advisory body work plans as relevant.

On May 3, 2021 the Council received presentations and approved the work plans for the Arts Committee and the Parks, Recreation & Open Space Commission, The Council took subsequent action to update the advisory body work plan template and adopted the revised template on June 21, 2021. Following the approval of the work plans for the Arts Committee and the Parks, Recreation & Open Space Commission, the work plans for Charter Review Committee (9/7/2021), Climate Action Committee (9/7/2021), Economic Development Committee (9/7/2021), Transportation Commission (9/20/2021), and Community Media Access Committee (10/4/2021) were also approved with the updated template in subsequent City Council meetings. The City Council at their July 19, 2021 meeting reviewed the work plan as proposed by the Social & Economic Justice Commission. Council provided direction for the Commission to modify their work plan and return to Council at a future meeting. The advisory body work plans that will be presented to the Council going forward will continue to utilize the updated template.

In addition, per Council policy, should any changes to a Council approved work plan be desired by an advisory body, a “Work Plan Amendment Request” must be submitted by the Advisory Body to the Council for review and approval. No changes can be requested after November 1st in the second year of the work plan.

Work plan presentation by the Financial Advisory Committee will be scheduled at the next Council meetings.

SUSTAINABILITY CONSIDERATIONS

A number of the priority projects, policy and/or programs included on the work plans include opportunities to increase sustainability within the City.

FINANCIAL CONSIDERATIONS

None.

Attachments

1. Social & Economic Justice Commission (SEJC) Work Plan 2021-2023



**CITY OF ALBANY
SOCIAL & ECONOMIC JUSTICE COMMISSION**

**July 1, 2021 -June 30, 2023 Work Plan
Recommended by the SEJC: October 21, 2021
Approved by the City Council: [DATE]**

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.

2019-2021 Work Plan Outcomes

Completed

- Develop a model for an annual Albany diversity report card and a survey on inclusivity.
- Develop a model for an Inclusivity/Social Justice impact report to be part of Council review of proposed legislation and initiatives.
- Work with consultant Nicole Anderson & Associates to advance the creation of a Racial Equity Impact Plan
- 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).

Worked on

- Review of progress towards Housing Element policies with Community Development Staff once per year.
- Investigate funding sources, State and Regional Housing initiatives to increase affordable housing in Bay Area and implications for Albany.
- 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.
- Receive updates regarding the Albany CARES program and provide recommendation to Council in December 2019.
- 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\Provide input on outreach efforts regarding information on low income/senior tax exemptions
- Identify service needs to support aging in place including steps toward an aging in place strategic plan.

Not worked on

- Review all new multi-family housing proposals for affordability needs of the community.
- Provide input on ways to equalize burden on future and existing measures.

Fiscal Year 2021-2023 Work Plan Items

*All items below are desired, and not required EXCEPT Sugar Sweetened Beverage Tax Annual Recommendation

One-time Action Items:

Racial Equity and Social Justice

- Recommend to Council specific policies and practices to put in place based on the Report by Nicole Anderson & Associates.
- Explore opportunities for reparations to racial groups that were denied residence in Albany by redlining.
- Monitor progress on resolution to recognize and honor Lisjan Ohlone tribe

Mental Health

- Monitor and make recommendations regarding the availability and quality of effective mental health services for Albany residents including treatment, prevention and crisis response.

Housing

- Make recommendations to Council regarding creation of a Housing Forum, including considerations of City and regional plans, affordable housing, disability support, and COVID responses around rent relief.
- Explore creation of homeless task force to advise city council

Aging/Disabled/Homebound in Place

- Review prior SEJC Strategic Plan on Aging in Place and make recommendations to Council regarding actions based on the Plan.

Youth Leadership

- Explore creation of youth task force to advise city council

Regular Reports:

- **Albany CARES** – annually as historically; requesting more often as possible; also monitoring and making recommendations
- **Berkeley Food & Housing Project (BFHP) for Albany Project HOPE** – quarterly report as historically; also monitoring and making recommendations
- **Rent Review program updates** – annually or more often when available, as historically; also monitoring and making recommendations

Recurring Action Items:

- **Sugar Sweetened Beverage Tax** – annual recommendation [REQUIRED]
- **Tax Exemption Outreach** – annual recommendation as historically

Potential Future Work Plan Items:

- **Disability Support** – Identify service needs to support disabled residents including a strategic plan.