

# Alameda County Mayors' Conference

## BUSINESS MEETING AGENDA

May 11, 2022

6:30 p.m.

Teleconference Meeting

Access the meeting remotely by using this URL:

<https://us06web.zoom.us/j/9152161630> Meeting ID: 915 216 1630

1. Roll Call
2. Approval of April 13, 2022, Meeting Minutes\*
3. Reconfirmation of Alameda County Mayors' Conference Resolution 3.21 Adopting Findings for the Continuation of Virtual Meetings\*
4. Agenda Amendments
5. Public Comments and Other Announcements
6. Member Reports on Regional Boards and Activities
7. Appointments to Regional Boards and Call for Applications\*

Board Name/ Appointment	District	Incumbent	Applicant(s)	Start	End
<b>A. Regional Board Appointments by the Alameda County Mayors' Conference:</b>					
No regional board appointments scheduled					
<b>B. Notice of Existing Regional Board Vacancies and Call for Applications</b>					
A listing of the current regional board vacancies is included with the Nominating Committee agenda packet.					

\*Applications submitted for appointment will always be included with the Nominating Committee agenda packet, which also includes a listing of current regional board vacancies.

8. League of California Cities' Report, Legislative Updates, and Actions
  - a) Samantha Caygill, East Bay Regional Public Affairs Manager, League of California Cities
9. Meeting Presentation

Presenter: Jon Kaufman, president of the Claremont Canyon Conservatory, and Lisa Jacobs, secretary of the Oakland Firesafe Council

Presentation Topic: Update on the effort to expand the Hills Emergency Forum to include elected officials and not just fire chiefs and empower it to become a formal public agency.

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## 10. Other Business Matters

- a) Request of EveryOne Home for the Alameda County Mayors' Conference to nominate three new regional representatives to the EveryOne Home Leadership Board
- b) Discussion regarding the resumption of in-person Alameda County Mayors' Conference meetings and potential venues to accommodate meeting requirements
- c) Election of a President and Vice-President to the Alameda County Mayors' Conference

## 11. Request for Future Agenda Items

- a) Request from San Francisco BayKeeper to present regarding and organizational overview (<https://baykeeper.org/>)

## 12. Adjournment

\*Denotes report included below or attached material. Regional board applications are included with the Nominating Committee agenda packet

**Note:** The Mayors' Conference or the Alameda County City Selection Committee may act on any subject posted on this agenda, including nominations from the floor for regional boards.

## CALENDAR OF FUTURE MEETINGS

Meeting Date	Host City*
May 11, 2022	Virtual Meeting
June 8, 2022	Virtual Meeting
July 13, 2022	TBD
August, 2022	Annual Recess
September 14, 2022	Social Event

*\*The Alameda County Mayors' Conference will continue to hold virtual meetings until further notice. Once in-person meetings begin, this calendar will be updated with host city information. Meeting information is available at [www.alamedacountymayorsconference.org](http://www.alamedacountymayorsconference.org)*

## Executive Director's Report

### Item 7 - Appointment to Regional Boards and Call for Applications

No regional board appointments are scheduled for this meeting.

See Item 10(c) for Alameda County Mayors' Conference Officer appointments.

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## **10(a) Request of EveryOne Home for the Alameda County Mayors' Conference to nominate three new regional representatives to the EveryOne Home Leadership Board**

The attached letter from Chelsea Andrews, Executive Director, EveryOne Home, and the Mayors' Conference *Summary of Regional Board* form detail the role, responsibilities, and requirements of these positions. Chelsea Andrews will be attending the meeting to provide a brief overview of the subject. If the mayors are agreeable to providing the nominations as requested by EveryOne Home, the recruitment process will start immediately by posting information on the Mayors' Conference website with the goal of making nominations at our June 9, 2022, meeting.

RECOMMENDATION – Determine if the Mayors' Conference is agreeable to nominating three individuals to sit on the EveryOne Home Leadership Board and direct the Executive Director to begin the outreach process.

## **Item 10 (a) – Discussion regarding the commencement of in-person Alameda Conference Mayors' Conference Business meetings**

At the April 13, 2022 meeting, Alameda County Mayors' Conference members requested additional information regarding potential venues for holding an in-person/Zoom hybrid meeting and providing food service after the conclusion of the meeting. For this discussion, a "hybrid meeting" is defined as a meeting accommodating in-person attendance connected virtually with other meeting attendees, including mayors, staff, guests, and public members.

As part of the review, city managers were contacted, and responses indicated that not all cities have the technology or staffing to conduct hybrid meetings. However, the city of Fremont has indicated that it could accommodate the meeting at its Downtown Event Center, and the city of Hayward has indicated that it could accommodate the meeting at its City Hall. As such, additional review is underway.

In addition, based on comments made at our April 13, 2022 meeting, I also reviewed the potential for holding a meeting at the Oakland Center, located at 1000 Broadway Suite 109, operated by California State University, East Bay. This venue has suitable meeting space available (in a meeting room setting), technology and staff assistance for conducting the meeting in a Zoom hybrid format, and parking to accommodate guests. It is also close to BART. The basic fee for leasing space is \$375 per meeting. The venue can accommodate Mayors' Conference secured catering services and has provided a listing of firms capable of providing this service. I've attached information from the Oakland Center detailing the space and services.

One issue with the Oakland Center is the requirement to enter into a facility use agreement and provide liability insurance. I will discuss this matter with the facility if the mayors choose to pursue this venue. However, it may be necessary for a specific city to sign these documents.

Based on the above, if the mayors would like to further explore these options, a further review could be conducted with the goal of approving a venue and costs at our June meeting. Considering the available locations, it may be best to focus on using the Oakland Center, at least for an initial meeting, since it is centrally located, has the staff support and technology to

For questions or information regarding this Agenda, contact Steven Bocian, Executive Director at: [sbocian@acmayorsconference.org](mailto:sbocian@acmayorsconference.org)

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accommodate the meeting, and would not be an administrative burden for any city. Further, because it is fully equipped to handle hybrid meetings, it will provide a good test run of how future hybrid meetings would function and help determine if future in-person meetings need to be conducted using a hybrid format. Because of the additional review required, a September meeting date may be a likely target regardless of the venue selected.

As part of this process, it may also be beneficial to determine if mayors are fully committed to resuming in-person meetings before all masking guidance is lifted and the COVID-19 virus is less prevalent. Also, a discussion to determine the goal of using a hybrid meeting format and if this format is essential for the resumption of in-person meetings.

RECOMMENDATION – Provide direction for scheduling a hybrid meeting in one of the three venues mentioned above with the goal of reporting back at the June meeting with cost information and logistics.

## **Item 10(c) Election of a President and Vice-President to the Alameda County Mayors' Conference**

The Alameda County Mayors' Conference bylaws stipulate that the membership will elect a President and Vice President at its annual May meeting. As such, these two offices are being considered for a term of one year until May 2023. Applications received before the meeting will be forwarded as they are received.

The Nominating Committee is expected to make a recommendation for these positions. However, if no applications are received for a vacant position, nominations may be made from the floor.

RECOMMENDATION - Consider the Nominating Committee's recommendations and make appointments to the Alameda County Mayors' Conference office of President and Vice President.

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## **Public Comments for Teleconference Meeting**

This meeting is being held in accordance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Governor's Executive Order N-29-20 issued on March 17, 2020, and AB 361 to allow attendance by members of the Alameda County Mayors' Conference by teleconference.

Please be advised that pursuant to the Executive 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 location open to the public for the meeting. Members of the Alameda County Mayors' Conference will be participating telephonically and will not be physically present in a single location.

You can access the meeting remotely here:

<https://zoom.us/j/9152161630> Meeting ID: 915 216 1630

Should you wish to provide public comment at the meeting, please follow the above listed link to participate in the meeting. Public members will be placed in a que to speak in order of login. Please use Zoom's "raise your hand" function if you wish to speak to a specific agenda item. Members of the public may be muted until the chair recognizes speakers.

Members of the public may also comment on any item on this agenda by submitting an email. To give adequate time to print out your comments for consideration at the meeting, please submit your written comments no later than 2:00 p.m. on May 4, 2021 to [sbocian@acmayorsconference.org](mailto:sbocian@acmayorsconference.org). Any email received will be provided to the Alameda County Mayors' Conference membership prior to the meeting and made part of the meeting record.

If you wish to have your comments read to the Alameda County Mayors' Conference, you may submit an email to [sbocian@acmayorsconference.org](mailto:sbocian@acmayorsconference.org) up until the beginning of the agenda item that you wish to comment on. Please indicate in the subject line "FOR PUBLIC COMMENT" and list the item number that you wish to comment on. Public comments submitted to be read into the record will be subject to a three-minute time limitation and accordingly should be limited to no more than 250 words. If the email is not received for the identified agenda item, the email will not be read but will be made part of the meeting record if received prior to the end of the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please send an email to [sbocian@acmayorsconference.org](mailto:sbocian@acmayorsconference.org) at least two working days prior to the meeting to enable the Alameda County Mayors' Conference to make reasonable arrangements to ensure accessibility to this meeting.

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