

DRAFT MINUTES TO BE APPROVED
Sugar Sweetened Beverage Community Advisory Board Special Meeting
1330 Broadway
3rd Floor, Kingston Conference Room
Oakland, CA 94612
December 1, 2018 2:00 pm - 6:00 pm

Board Members present: Esperanza Pallana (Chair), Tonya Love, Kim Carter
Martinez, Jared Fine, Julia Liou (conference phone call-
in), Donna Carey (conference phone call-in)

City Staff Members present: Sharon Robinson, Sara Bedford

Guests: Susana Morales, Principal, Communities in
Collaboration - Meeting Facilitator

1. Welcome and Call to Order

The meeting was called to order at 2:05 pm. The Board, City staff and meeting facilitator introduced themselves.

Refer to the facilitator notes on the next page for agenda items discussed.

2. Adjournment

The meeting was adjourned at 6:03 pm.

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For the SBB Board Retreat which was conducted on December 1st, 2018 the following facilitators agenda was used:

<u>Facilitator's Agenda</u>
Welcome
Introductions
Goals for today
<ol style="list-style-type: none">1. Allocation Planning2. Bylaws Adoption3. Selection of New Advisory Board Chair & Vice Chairs
ACTION: AGREE TO MEETING GOALS
Designing Team Alliance holding a safe space and collaborating productively
<ul style="list-style-type: none">● Assume best intentions● Respect other opinions● Share the space● Be present● Others?
Roles
<ul style="list-style-type: none">● Facilitator - achieve goals of meeting, help group to stay focused, and encourage the group to move forward● Participants - participate fully, openly, and without judgment
ACTION: AGREE TO DTA AND ROLES
Envisioning the future of a healthy Oakland
Activity: Envisioning
Purpose: These are our shared values and why we are here as a board.

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Board Items
<ol style="list-style-type: none">1. Allocation Planning2. Bylaws Adoptions3. Selection of New Advisory Board Chair & Vice Chairs
Appreciations and Process Check

Notes

Below are the notes from the meeting. The agenda did not change, however, the open forum was added and the members of the public in attendance did not have anything to say.

Envisioning the future of a healthy Oakland
Activity: Envisioning
Board members were asked to envision what a healthy Oakland would look like and to list the things that were important to them. Below are their comments:
<ul style="list-style-type: none">• Leveling the life expectancy measure across zip codes• Everyone has access to healthy eating and active living opportunities• Folks are able to fully take advantage of opportunities.• We have achieved health equity. Eliminated health disparities and the root cause of health inequality. Access to resources and services regardless of race, ethnicity, language, or immigration status.• Children not losing parents to disease.• Decrease diseases + caused by death by lifestyle• Healthy kids who can play outside• Equal access to healthy + affordable food• All have opportunity to thrive. Participation in wellness.• A health Oakland is one effectively correcting its structural and systematic inequities so...

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- Leading national data re: health outcomes. Those most impacted by chronic diseases are provided with necessary services.
- Residents are happy and joyful. Access to relevant affordable health care services for all.

Board Items

1. Allocation Planning

Key Funding Areas

City - Parks and Rec - Workforce Development - OPL - Human Services Department (Food, Seniors, Homeless, Headstart)	20%
OUSD	10%
Community Grants - Community organizations - Community investments	40%
Special Initiatives - Rapid response - Capital investments	15%
Project Delivery + Evaluation - Board staffing - Communications - Community planning - Evaluation	15%

Action: The Board moved to approve this working draft of the percentage allocation for key funding areas.

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2. Bylaws Adoptions

Action: The Board moved to approve and adopt the bylaws.

3. Selection of New Advisory Board Chair & Vice Chairs

Board Chair: Esperanza Pallana

Board Vice Chairs

Vice Chair #1: Julia Liou

Vice Chair #2: Tonya Love

Financial Transparency Officer: Jared Fine

Communications Chair Officer: Kim Carter

Action: The board moved and approved the new board officers.

Next Steps

1. Ad-Hoc Committee to explore the structure of Special Initiatives
2. Ad-Hoc Committee to explore criteria for key funding areas
3. Research on bylaws and the clause of canceling board meetings if there is not a quorum
4. RFQ Ad-Hoc Committee will reconvene
5. Meet and greet the new councilmembers

