

Sugar-Sweetened  
Beverage Product  
Panel of Experts  
Commission

**Sugar-Sweetened Beverage Product  
Panel of Experts Commission**  
**Thursday, January 15, 2026, 6:00pm – 8:00pm**

**Meeting Location:**  
TBD  
Pending Confirmation

## **MEETING AGENDA**

### **Preliminary Matters**

1. Roll Call
2. Introduction of new Commission members
3. Approval of Draft Minutes from 11/20/2025 regular meeting – **Attachment 1**

The public may comment virtually about any item **not** on the agenda. **Public comments are limited to two minutes per speaker.** Public comments regarding agenda items will be heard while the Commission is discussing the item.

### **Presentations**

1. Meet and Greet: Dr. Noemi Doohan (City of Berkeley Health Officer) and Angelica Sanchez Garcia (Nutritionist).
2. Dr. Liz Maker, Alameda County Community Assessment, Planning and Evaluation (CAPE) Unit: Healthy Berkeley Evaluation (FY2018-2024).

### **Discussion and Action Items**

Public comments regarding agenda items will be heard while the Commission is discussing the item. Public comments are limited to two minutes per speaker.

1. **Subcommittee Reports**
2. **Discussion 1:** Performance Measures for SSBPPE Commission (Crawford)
3. **Discussion 2:** February 2026 Commission Officer Elections (Crawford)
4. **Action 1:** Add/Remove Subcommittees/ Members (Crawford)

### **Information Items**

1. Commission Work Plan – **Attachment 2**
2. Approved Meeting Minutes 10/6/25 & 10/16/25 – **Attachment 3**
3. Commission Meeting Dates 2025 – **Attachment 4**
4. Subcommittee Roster– **Attachment 5**
5. City Council Timeline 2026 – **Attachment 6**
6. Soda Tax Revenues – **Attachment 7**
7. COB Department List – **Attachment 8**

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**The CAO may be reached at:**

Email: [attorney@cityofberkeley.info](mailto:attorney@cityofberkeley.info)

TEL: (510) 981-6950 TDD: (510) 981-6903, FAX: (510) 981-6960

2180 Milvia Street 4th Floor, Berkeley, CA 94704 - Office Hours: Mon-Fri, 8am-5pm

**THERE IS NO MEETING IN AUGUST/DECEMBER.** Please visit the City of Berkeley's Commission webpage <http://www.cityofberkeley.info/commissions> for meeting details and updates.

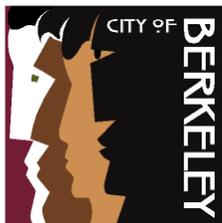
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**SB 343 DISCLAIMER:**

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 Public Health Division located on 1947 Center Street, Berkeley, CA 94704.

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## Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, November 20<sup>th</sup>, 2025. 6:00 – 8:00 PM

### Meeting Location:

South Berkeley Senior Center  
2939 Ellis Street, Berkeley, CA 94703  
P: 510-981-5350

### **DRAFT MEETING MINUTES**

The meeting convened at 6:00pm.

#### **ROLL CALL**

**Present:** Commissioner Morales, Rodriguez, Mashama (6:09), Kao, Lopez, Esonwune, Hecht.  
**Absent:** Commissioner Crawford, Chan.  
**Excused:** None.  
**Staff present:** Roberto Terrones.

**COMMENTS FROM THE PUBLIC** None.

#### **ACTION ON MINUTES**

**Approval of Minutes - Moved to approve the draft minutes of the meeting on 10/6/2025.**

**M/S/C:** Rodriguez/Esonwune.

**Ayes:** Commissioner Morales, Rodriguez, Kao, Lopez, Esonwune, Hecht.  
**Noes:** None.  
**Abstain:** None.  
**Absent from vote:** Commissioner Crawford, Chan, Mashama.  
**Recused:** None.  
**Excused:** None.

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**Approval of Minutes - Moved to approve the draft minutes of the meeting on 10/16/2025.**

**M/S/C:** Hecht/Kao.

**Ayes:** Commissioner Morales, Rodriguez, Kao, Lopez, Esonwune, Hecht.  
**Noes:** None.  
**Abstain:** None.  
**Absent from vote:** Commissioner Crawford, Chan, Mashama.  
**Recused:** None.  
**Excused:** None.

**The meeting adjourned at 7:24pm.**

**NEXT MEETING:**

The next meeting is scheduled for **Thursday, January 15<sup>th</sup>, 2026**. Please check the SSBPPE Commission page on the City of Berkeley Commission webpage for updated information.

Respectfully Submitted, Roberto Terrones, Commission Secretary  
**Minutes will be approved at the January 15<sup>th</sup> regular meeting.**

## Sugar-Sweetened Beverage Product Panel of Experts Commission

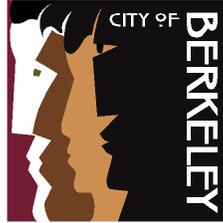
### Proposed Work Plan –4/2025 – 3/2026

Task	Activity	Actions Needed in Advance	2025									2026		
			April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
1)	Conduct no more than 10 commission meetings per year	Distribution of agenda	X	X	X	X		X	X	X		X	X	X
2)	Discuss about current revenues vs. projected revenues and discuss disbursement plan for additional \$ (quarterly) <b>and/or</b> to discuss options for the use of extra funds above \$2M from the last fiscal year for related services.	Fiscal data requested and distributed		X				X		X			X	
3)	Annual grantee presentations to the commission	Grantees contacted and scheduled; Ask grantees to share how they disseminate re: SSB tax funds				X				X		X	X	X
4)	Discuss with city staff internal activities funded by soda tax (e.g. Media)	Schedule staff for discussion				X			X			X		
5)	Discuss Epi research related to health as well as evaluation data from grantees including BUSD & YRBS.	Schedule staff for discussion Email request for health status report that incl. chronic disease data, dental caries, and any health behaviors related to sugar/diet)								X				
6)	Discuss city beverage procurement implementation. (Scott)	Send communication to Council to obtain beverage procurement data; Roberto will help get request into right template								X				
7)	Discuss creation of a system to evaluate city beverage procurement (Scott)	Obtain information of current beverage procurement data								X				
8)	Discuss status of healthy checkout policy implementation	Arrange meeting with public health nutrition staff/get update from nutritionist (Angelica)							X					
9)	Discuss numbers of stores assessed and outcomes by public health environmental department.	Arrange meeting with public health environmental health department							X					
10)	Organize a meeting for sharing information and resources among the grantees.	Gather information and resources for grantees (Workplan subcommittee responsible for this). Within 3 months of receiving funding, each grantee will attend a group meeting, facilitated by the commission to share information and resources. The meeting will be attended by representatives from all funded grantees.							X					
11)	Write report for council, press, etc.	Gather data and information for report						X						

# Sugar-Sweetened Beverage Product Panel of Experts Commission

## Proposed Work Plan –4/2025 – 3/2026

Task	Activity	Actions Needed in Advance	2025									2026				
			April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar		
12)	Grantees to host site visit by one or two commissioners	<p>Grantees will plan and host a short site visit by one or two commissioners for the purpose of meeting each other, and sharing activities, successes and challenges. The plan for the site visit will be solely determined by the grantee as it will vary from organization to organization. The site visit can include attendance at one of the grantee’s events or activities.</p> <p>Healthy Berkeley grantees should plan and execute a communications strategy to share efforts and successes with the broader community.</p> <p>Communications requirements:</p> <ul style="list-style-type: none"> <li>• Produce at least one document each funding cycle that tells the public what the agency does and that this is made possible by funds from the soda tax.</li> <li>• Send the Commission a copy of the document or product and share the dissemination plan during a commission meeting.</li> <li>• Examples of communications products may include, but are not limited to: websites, social media posts, posters, flyers, contests, school assemblies, event announcements, community outreach etc.</li> </ul>							X Q3/4 (2024-25)						X Q1/2 (2025-26)	



## **Sugar-Sweetened Beverage Product Panel of Experts Commission**

Thursday, October 6<sup>th</sup>, 2025. 6:00 – 8:00 PM

### **Meeting Location:**

South Berkeley Senior Center  
2939 Ellis Street, Berkeley, CA 94703  
P: 510-981-5350

### **DRAFT MEETING MINUTES**

The meeting convened at 6:09pm.

#### **ROLL CALL**

**Present:** Commissioner Morales, Mashama (6:16), Kao, Lopez, Crawford, Hecht.  
**Absent:** Commissioner Rodriguez, Esonwune, Chan.  
**Excused:** None.  
**Staff present:** Roberto Terrones.

**COMMENTS FROM THE PUBLIC** None.

#### **ACTION ON MINUTES**

**Approval of Minutes - Moved to approve the draft minutes of the meeting on 07/17/2025.**

**M/S/C:** Morales/Lopez.

**Ayes:** Commissioner Morales, Kao, Lopez, Crawford, Hecht.  
**Noes:** None.  
**Abstain:** None.  
**Absent from vote:** Commissioner Rodriguez, Esonwune, Chan.  
**Recused:** None.  
**Excused:** None.

**The meeting adjourned at 7:47pm.**

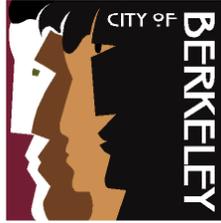
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**NEXT MEETING:**

The next meeting is scheduled for **Thursday, October 16<sup>th</sup>, 2025**. Please check the SSBPPE Commission page on the City of Berkeley Commission webpage for updated information.

Respectfully Submitted, Roberto Terrones, Commission Secretary  
**Minutes will be approved at the October 16<sup>th</sup>, 2025 regular meeting.**



## **Sugar-Sweetened Beverage Product Panel of Experts Commission**

Thursday, October 16<sup>th</sup>, 2025. 6:00 – 8:00 PM

### **Meeting Location:**

South Berkeley Senior Center  
2939 Ellis Street, Berkeley, CA 94703  
P: 510-981-5350

### **DRAFT MEETING MINUTES**

The meeting convened at 6:11pm.

#### **ROLL CALL**

**Present:** Commissioner Rodriguez, Kao, Lopez, Crawford, Hecht, Chan (6:18).  
**Absent:** Commissioner Mashama, Esonwune.  
**Excused:** Commissioner Morales.  
**Staff present:** Roberto Terrones, Scott Gilman, Janice Chin, JoAnn Evangelista.

**COMMENTS FROM THE PUBLIC** None.

**ACTION ON MINUTES** None.

The meeting adjourned at 8:00pm.

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**NEXT MEETING:**

The next meeting is scheduled for **Thursday, November 20<sup>th</sup>, 2025**. Please check the SSBPPE Commission page on the City of Berkeley Commission webpage for updated information.

Respectfully Submitted, Roberto Terrones, Commission Secretary  
**Minutes will be approved at the November 20<sup>th</sup> regular meeting.**



## SSBPPE Subcommittee Roster

<b>Subcommittee</b>	<b>Subcommittee Description</b>	<b>Members</b>
Ad-hoc Work Plan	<i>Revision of 2024 Commission work plan.</i>	Xavier Morales Michael Rodriguez Pat Crawford Peace Esonwune
Media	<i>Give feedback on media materials that the Public Health Division disseminates to the public, prepare talking points for the media.</i>	Xavier Morales Janice Kao Michael Chan Themba Mashama
Prevention Strategies and Outcomes	<i>Review and revise requests for proposals, increase knowledge of the community, and evaluation.</i>	Pat Crawford Kenneth Hecht Vivian Lopez Janice Kao
Sugary Drinks Policy	<i>Recommend policies for the City Council.</i>	Pat Crawford Michael Rodriguez

### **Ad- Hoc Application Review Subcommittee**

Members: Commissioners Morales, Hecht, Esonwune

Alternate: Commissioners Kao, Lopez, Crawford

## HHCS COMMISSIONS 2026 COUNCIL MEETING TIMELINE

COUNCIL MEETING	Thursday Commission needs to take action by	THURSDAY 5:00 PM Reports Due to Director	THURSDAY 12:00 PM - Day 33 - DEPT. REPORTS DUE TO CLERK	THURSDAY 12:00 PM - Day 19 - AGENDA COMMITTEE PACKET TO PRINT	MONDAY 2:30 PM - Day 15 - AGENDA COMMITTEE MEETING	WEDNESDAY 11:00 AM - Day 13 - FINAL AGENDA MEETING (PRINT AGENDA ON WED.)	THURSDAY By 5:00 PM - Day 12 - COUNCIL AGENDA DELIVERY
<b>Winter Recess [December 3, 2025 through January 19, 2026]</b>							
Jan 20	11/27	12/4	12/18	1/2 (Fri)	1/5	1/7	1/8
Jan 27	12/4	12/11	12/26 (Fri)	1/8	1/12	1/14	1/15
Feb 10	12/19	12/26	1/8	1/22	1/26	1/28	1/29
Feb 24	1/1	1/8	1/22	2/5	2/9	2/11	2/11 (Wed)
Mar 10	1/15	1/22	2/5	2/19	2/23	2/25	2/26
Mar 24	1/29	2/5	2/19	3/5	3/9	3/11	3/12
<b>Spring Recess [March 25 through April 13, 2026]</b>							
Apr 14	2/19	2/26	3/12	3/26	3/31 (Tue)	4/1	4/2
Apr 21	2/26	3/5	3/19	4/2	4/6	4/8	4/9
Apr 28	3/5	3/12	3/26	4/9	4/13	4/15	4/16
May 12	3/19	3/26	4/9	4/23	4/27	4/29	4/30
May 19	3/26	4/2	4/16	4/30	5/4	5/6	5/7
Jun 9	4/16	4/23	5/7	5/21	5/28 (Thur)	5/28 (Thur)	5/29 (Fri)
Jun 16	4/23	4/30	5/14	5/28	6/1	6/3	6/4
Jun 30	5/7	5/14	5/28	6/11	6/15	6/17	6/18
Jul 7	5/14	5/21	6/4	6/18	6/22	6/24	6/25
Jul 14	5/21	5/28	6/11	6/25	6/29	7/1	7/2
Jul 28	6/4	6/11	6/25	7/9	7/13	7/15	7/16
<b>Summer Recess [July 29 through September 14, 2026]</b>							
Sep 15	7/23	7/30	8/13	8/27	8/31	9/2	9/3
Sep 29	8/6	8/13	8/27	9/10	9/14	9/16	9/17
Oct 13	8/20	8/27	9/10	9/24	9/28	9/30	10/1
Oct 27	9/3	9/10	9/24	10/8	10/13 (Tue)	10/14	10/15
Nov 17	9/24	10/1	10/15	10/29	11/2	11/4	11/5
Dec 1	10/8	10/15	10/29	11/12	11/16	11/18	11/19
Dec 15	10/22	10/29	11/12	11/25 (Wed)	11/30	12/2	12/3
<b>Winter Recess [December 16, 2026 through January 18, 2027]</b>							

VTO Affected Dates	Holiday Affected Dates	Religious Holiday Affected Date
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Updated 10/22/25

**Reports not submitted by the deadlines listed will not be included on the agenda.**



**City of Berkeley**  
**Soda Tax Revenue-FY 2026**  
**For the Months of July 2025 - June 2026**

Month	Amount
Jul-25	39,978.52
Aug-25	106,489.49
Sep-25	95,184.61
Oct-25	71,152.60
Nov-25	
Dec-25	
Jan-26	
Feb-26	
Mar-26	
Apr-26	
May-26	
Jun-26	
<b>Gross Revenue</b>	<b>\$ 312,805.22</b>

FY 2017	\$ 1,578,389.00
FY 2018	\$ 1,517,949.28
FY 2019	\$ 1,606,177.73
FY 2020	\$ 1,378,196.46
FY 2021	\$ 995,387.49
FY 2022	\$ 1,047,801.97
FY 2023	\$ 1,185,893.91
FY 2024	\$ 1,110,228.70
FY 2025	\$ 1,058,432.12
FY 2026	\$ 312,805.22
<b>Total</b>	<b>\$ 11,791,261.88</b>

# Departments

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**City Attorney** Farimah Brown, attorney@berkeleyca.gov

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**City Clerk Department** Mark Numainville, clerk@berkeleyca.gov

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**City Manager's Office** Paul Buddenhagen, cmanager@berkeleyca.gov

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**Finance Department** Henry Oyekanmi, finance@berkeleyca.gov

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**Fire Department** David Sprague, fire@berkeleyca.gov

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**Health, Housing, and Community Services** Scott Gilman, HHCS@berkeleyca.gov

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**Human Resources** Janelle Rodrigues, HR@berkeleyca.gov

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**Information Technology** Kevin Fong, helpdesk@berkeleyca.gov

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**Parks, Recreation & Waterfront** Scott Ferris, PRW@berkeleyca.gov

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**Planning and Development** Jordan Klein, planning@berkeleyca.gov

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**Police Department** Jennifer Louis, police@berkeleyca.gov

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**Public Works** Terrance Davis, PublicWorks@berkeleyca.gov

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