



Sugar-Sweetened
Beverage Product
Panel of Experts
Commission

**Sugar-Sweetened Beverage Product
Panel of Experts Commission**
Thursday, October 15, 2026, 6:00pm – 8:00pm
Meeting Location: West Berkeley Family Wellness Center
1900 Sixth Street, Berkeley, CA 94710
P: 510-981-5350

*This meeting will be conducted in a hybrid model with both in-person and virtual attendance. Attend this meeting remotely using [Zoom](#). To request to speak, use the “raise hand” function in Zoom. To join by phone: Dial 1-669-254-5252 or 1-833-568-8864 (Toll Free) and enter Meeting ID: 165 415 2800. To provide public comment, Press *9 and wait to be recognized by the Chair.*

REGULAR MEETING AGENDA

Preliminary Matters

1. Roll Call
2. Introduction of new Commission members (Kao)
3. Approval of Draft Minutes from 9/17/2026 special 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.

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** (Esonwune)
2. **Discussion 1:** Request for Proposal (RFP) Update (Kao)
3. **Discussion 2:** Performance Measures: HCO & Procurement (Kao)
4. **Discussion 3:** Performance Measures: General (Esonwune)
5. **Discussion 4:** Questions for the COB Staff in preparation for November Presentation (All)
6. **Discussion 5:** New Commissioner Recruitment (Esonwune)
7. **Action 1:** Add/Remove Subcommittee/ Members (Esonwune)
8. **Discussion 6:** Future Meeting Agenda Topics (All)
9. **Discussion 7:** Share-Out Grantee Events Attended and Upcoming (All)

Information Items

1. Commission Work Plan – **Attachment 2**
2. Approved Meeting Minutes 8/20/26 – **Attachment 3**
3. Commission Meeting Dates 2026 – **Attachment 4**
4. Subcommittee Roster– **Attachment 5**
5. City Council Timeline 2026 – **Attachment 6**
6. Soda Tax Revenues – **Attachment 7**

A Vibrant and Healthy Berkeley for All

1947 Center Street, 2nd Floor, Berkeley, CA 94704 Tel: 510. 981.5300 TDD: 510.981.6903 Fax: 510. 981.5395
E-mail: publichealth@berkeleyca.gov - <https://berkeleyca.gov/safety-health/public-health>

CONFLICT OF INTEREST INFORMATION: City commissioners, pursuant to Government Code section 1090, are responsible for recusing themselves from all commission discussions and actions in which they may have a conflict of interest. If your affiliation, paid or unpaid, with other agencies has changed since the last meeting of this commission, your ability to participate in commission activities may have changed. Individual guidance is available from the City Attorney's Office (CAO). Commissioners are encouraged to consult with the CAO if they have questions, concerns, or would like clarification about matters related to potential conflicts of interest.

The CAO may be reached at:

Email: 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.

AMERICAN DISABILITIES ACT DISCLAIMER: This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

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.

COMMUNICATION DISCLAIMER:

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the commission secretary for further information.



Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, September 17th, 2026. 6:00 – 8:00 PM

Meeting Location:

West Berkeley Family Wellness Center
1900 Sixth Street, Berkeley, CA 94710
P: 510-981-5350

DRAFT MEETING MINUTES

The meeting convened at 6:02pm.

ROLL CALL

Present: Commissioners Rodriguez (6:36), Scheider (6:14), Kao, Lopez, Crawford, Esonwune, Hecht.
Absent: Commissioner Morales.
Excused: None.
Staff present: Roberto Terrones.

COMMENTS FROM THE PUBLIC None.

Presentation

Healthy Berkeley, Berkeley Food Network, Andrew Crispin.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the special meeting on 8/20/2026.

M/S/C: Hecht/ Kao.

Ayes: Commissioners Kao, Lopez, Crawford, Esonwune, Hecht.
Noes: None.
Abstain: None.
Absent from vote: Commissioners Rodriguez, Scheider, Morales.
Recused: None.
Excused: None.

A Vibrant and Healthy Berkeley for All

1947 Center Street, 2nd Floor, Berkeley, CA 94704 Tel: 510. 981.5300 TDD: 510.981.6903 Fax: 510. 981.5395
E-mail: publichealth@berkeleyca.gov - <https://berkeleyca.gov/safety-health/public-health>

1. Motion to approve the 2027 SSBPPE Commission Work Plan.

M/S/C: Hecht/ Esonwune.

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

2. Motion to add Commissioner Scheider to the HCO/Procurement Performance Policy Subcommittee; add Commissioner Kao to the General Performance Subcommittee.

M/S/C: Esonwune/Rodriguez.

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

The meeting adjourned at 8:00pm.

NEXT MEETING:

The next meeting is scheduled for **Thursday, October 15th, 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 October 15th regular meeting.

Sugar-Sweetened Beverage Product Panel of Experts Commission
Proposed Work Plan –4/2026 – 3/2027

[illegible]

Sugar-Sweetened Beverage Product Panel of Experts Commission
Proposed Work Plan –4/2026 – 3/2027

Task	Activity	Actions Needed in Advance	2026									2027		
			Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
15)	Grantees to host site visit by one or two commissioners	. 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 may include attending one of the grantee’s events or activities. Healthy Berkeley grantees should plan and execute a communications strategy to share efforts and successes with the broader community. Communications requirements: • 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. • Send the Commission a copy of the document or product and share the dissemination plan during a commission meeting. • 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.						X Q3/4 (2025-256)					X Q1 /2 (2026-27)	



Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, August 20th, 2026. 6:00 – 8:00 PM

Meeting Location:

West Berkeley Family Wellness Center
1900 Sixth Street, Berkeley, CA 94710
P: 510-981-5350

SPECIAL MEETING MINUTES

The meeting convened at 6:05pm.

ROLL CALL

Present: Commissioners Morales, Rodriguez (6:05pm), Scheider, Kao, Lopez, Crawford, Esonwune, Hecht.
Absent: None.
Excused: None.
Staff present: Roberto Terrones, Janice Chin, Scott Gilman.

COMMENTS FROM THE PUBLIC None.

ACTION ON MINUTES

Approval of Minutes - Moved to approve the draft minutes of the meeting on 6/18/2026.

M/S/C: Morales/ Hecht.

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

A Vibrant and Healthy Berkeley for All

1947 Center Street, 2nd Floor, Berkeley, CA 94704 Tel: 510. 981.5300 TDD: 510.981.6903 Fax: 510. 981.5395
E-mail: publichealth@berkeleyca.gov - <https://berkeleyca.gov/safety-health/public-health>

1. Motion to approve the SSBPPE Commission Allocation Report for FY2028/FY2029 for Council.

M/S/C: Morales/Kao.

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

2. Motion to add Commissioner Hecht to the Prevention Strategies and Outcomes (RFP) subcommittee; add Commissioner Scheider to the General Performance Subcommittee.

M/S/C: Hecht/Rodriguez.

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

The meeting adjourned at 8:00pm.

NEXT MEETING:

The next meeting is scheduled for **Thursday, September 17th, 2026**. Please check the SSBPPE Commission page on the City of Berkeley Commission webpage for updated information.

Respectfully Submitted, Roberto Terrones, Commission Secretary
Minutes were approved at the September 17th regular meeting.

Commission Secretary: Roberto Terrones

SSBPPE Subcommittee Roster

Subcommittee	Subcommittee Description	Members
Ad-hoc Work Plan	<i>Revision of 2026 Commission work plan.</i>	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
Prevention Strategies and Outcomes (RFP Plan)	<i>Review and revise requests for proposals, increase knowledge of the community, and evaluation.</i>	Pat Crawford Vivian Lopez Xavier Morales Ken Hecht
HCO/Procurement Performance Policy	<i>Recommend HCO/Procurement performance metrics to the Health department.</i>	Pat Crawford Vivian Lopez Janice Kao Holly Scheider
General Performance	<i>Recommend General performance metrics to the Health department.</i>	Xavier Morales Peace Esonwune Holly Scheider Janice Kao

Ad- Hoc Application Review Subcommittee

Members: Commissioners Morales, Hecht, Esonwune

Alternate: Commissioners Kao, Lopez, Crawford

HHCS COMMISSIONS

2026 COUNCIL MEETING TIMELINE

COUNCIL MEETING	Thursday	THURSDAY 5:00 PM	THURSDAY 12:00 PM - Day 33 -	THURSDAY 12:00 PM - Day 19 -	MONDAY 2:30 PM - Day 15 -	WEDNESDAY 11:00 AM - Day 13 -	THURSDAY By 5:00 PM - Day 12 -
	Commission needs to take action by	Reports Due to Director	DEPT. REPORTS DUE TO CLERK	AGENDA COMMITTEE PACKET TO PRINT	AGENDA COMMITTEE MEETING	FINAL AGENDA MEETING (PRINT AGENDA ON WED.)	COUNCIL AGENDA DELIVERY
Winter Recess [December 3, 2025 through January 19, 2026]							
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
Spring Recess [March 25 through April 13, 2026]							
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
Summer Recess [July 29 through September 14, 2026]							
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
Winter Recess [December 16, 2026 through January 18, 2027]							

VTO Affected Dates	Holiday Affected Dates	Religious Holiday Affected Date
--------------------	------------------------	---------------------------------

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	113,590.84
Dec-25	93,091.51
Jan-26	98,602.99
Feb-26	62,612.25
Mar-26	101,873.87
Apr-26	80,686.77
May-26	93,741.45
Jun-26	88,644.39
Gross Revenue	\$ 1,045,649.29

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	\$ 1,045,649.29
Total	\$ 12,524,105.95

Blue text = proposed Commission-level refinements/additions for subcommittee review. Existing HHCS/PHD August 17, 2026 language is retained in its original font color.

SUBCOMMITTEE WORKING DRAFT

Summary of performance measure reporting for SSPBBE provided by CoB staff.

City Staff will report to the SSBPPE Commission twice annually on the data and information listed below.

- 1) Via email at mid-year after contractor reporting deadline.
- 2) Presentation at October SSBPPE Commission Meeting

CoB report to the SSBPPE Commission will consist of the data and information outlined below.

Commission-level reporting framework (proposed refinement)

In addition to the contractor- and strategy-level information below, the twice-annual City report should synthesize the data at a Commission level so that SSBPPE can assess: (1) operational performance of grant administration; (2) aggregate program outcomes; and (3) strategic impact of SSB-tax investments. These additions define the information the Commission needs for oversight and recommendations to City Council; they are not intended to direct day-to-day contractor management.

Commission-level reporting standard for counts, percentages, denominators, and trends

To support meaningful assessment of program reach, outcomes, and trends, City staff will report Commission-level performance measures using actual counts and percentages, as applicable. Percentage-based measures should include the corresponding numerator and denominator (n/N). Count-based measures should identify the applicable reporting period. Where comparable prior-period data are available, reporting should show the current result, prior-period result, and the direction and magnitude of change. Material differences in reporting populations, missing data, or other limitations affecting interpretation of trends should be identified.

For participant outcome measures, the report should distinguish the total population served from the number of participants for whom outcome data were available. This allows the Commission to assess both program reach and the completeness of the evidence supporting reported outcome percentages.

Healthy Berkeley/ SSB funded programs

Collective Goal: SSB funded programs are successful in decreasing consumption of sugary beverages and increasing consumption of water and other healthy beverages.

Objective 1:

The Commission, with the support of City staff, will provide recommendations on the allocation of HB funding and awarding of grants to City Council.
The Commission, with the support of City staff, will complete annual report to City Council

City staff will report results of the data collected by all contractors via a survey of their participants to determine potential impact of 10 years of SSB tax investment strategies:

- % of participants who engaged in physical activity at least twice a week in the last month
- % of participants who have had fresh fruits and vegetables at least once a day in the last week
- % of participants who have decreased the availability of SSB's for their household in the last year.

Proposed Commission-level synthesis of common participant outcomes

City staff will present the common measures above in aggregate across SSB-funded programs, with trend comparisons over time when comparable data are available. For each percentage-based outcome, reporting should include the numerator and denominator (n/N), the total population served where relevant, and the number for whom outcome data were available. Reports should note material limitations in completeness or comparability.

Each contractor will report on the minimum performance measures that is appropriately aligned to their proposed strategies and activities.

1) Food Access

of food bags or lbs of food distributed

% participants/ households that could not get services elsewhere

2) Train the Trainer Strategies

Purpose: Community capacity building (Demonstration of trained trainers that conduct health education and promotion workshops)

- % of trained participants who have conducted at least 5 community presentations/ workshops independently.
- % of participants that felt welcomed and respected
- % of participants that would recommend the service to their friends/ family

3) Community Trainings and workshops

- % clients/ participants who demonstrate increased efficacy in managing their chronic disease via nutrition, physical activity, etc.
- % of clients/ participant who demonstrate an increased in knowledge
- % of clients/ participants who report feeling welcomed and respected
- % of clients/participants who report a sense of belonging/ connectedness
- % of participants that would recommend the service to their friends/ family

3) PSE Impacts

- # of new spaces or newly leveraged spaces for physical activity
- # of participants that engaged in physical activity in these new/ newly leveraged spaces (*Changes or increased community spaces that allow for physical activity and health workshops*)

- # of households who received supplies of fresh fruits and vegetables (Demonstrated Increased access to fresh fruits and vegetables)

4) All Contractors

- # of participants served, including demographic data for longer term engagements
- # of activities completed
- # of referrals provided to the CoB case management programs or consultation services (aligned with CoB's Community Health Improvement Plan)
- % Referred that are successfully linked to services
 - CoB referrals received that were linked to CoB services. (aligned with CoB's Community Health Improvement Plan)
 - referrals received from CoB that were linked to outside services. (i.e. Lifelong) (aligned with CoB's Community Health Improvement Plan)
 - Referrals to other services that were connected

Aggregate program outcomes for Commission oversight

At the Commission level, City staff will synthesize contractor-reported data across funded programs rather than require the Commission to manage individual contractor metrics.

At minimum, the synthesis should report, where applicable: total participants served (including youth); activities/trainings/workshops completed; referrals to City or other services and successful linkages; food-access outputs; reach across schools, community organizations, or neighborhoods; and the common participant outcome measures listed above.

Suggested Commission-level measures (annual and/or quarterly totals, as applicable):

- Number of residents/participants served.
- Number of youth served.
- Number of community trainings/workshops or other funded activities delivered.
- Number of referrals to City or other services, together with the number and percentage successfully linked to services.
- Number of schools, community organizations, neighborhoods, or other community settings reached/engaged, where applicable.
- Number and percentage (n/N) of participants reporting or demonstrating change in common outcomes such as healthier beverage consumption, fruit and vegetable consumption, physical activity, nutrition knowledge, or confidence managing chronic disease, where those measures are applicable to funded strategies.
- Prior-period comparison and direction/magnitude of change for the measures above when comparable data are available.

Contractor-specific detail may remain available through annual grantee presentations and contract reporting; the City-level report should emphasize aggregate results and cross-program trends.

CoB Grant Management and Reporting Objectives

CoB staff will monitor, support, assist, provide technical assistance, coordinate grantee quarterly meetings, and conduct site visits in an effort to support building capacity with our CBO partners and to ensure the following:

- Awarded grantees report completely and timely on performance measures listed on their contract on a quarterly and annual basis.
- Awarded grantees will have proposed RBA measurable activities and objectives that directly contribute to the SSBPPE defined measured impact
- 100% of contracted grantees will present to SSBPPE on activities and impacts on an annual basis.
- % of award grantees that fully spend down their award within the original contract period (no extensions)
- % of award grantees who completely report on the measured impacts on a quarterly basis on time.
- % of grantees that complete their deliverables by the end of the contract period. (tracked quarterly)
- All grantees will report at least **1 success story** annually.
- Identified top challenges observed of or reported by contractors.
- % of grantees will report satisfaction with the level and quality of PH support received. (annual satisfaction survey).
- % of grantees that report they were able to collaborate with other grantees' work. (annual satisfaction survey).
- % of grantees that reported they adjusted their strategies/ partnerships based on best practices learned at quarterly contractor meetings. (survey this every 6 months)
- % of grantees who reported they were able to learn from other grantees' work.

Proposed Commission-level grant administration and data-quality indicators

- RFP/grant award cycle status relative to the approved timeline, including material delays and reasons.
- Number and percentage (n/N) of funded contractors submitting complete required reports on time.
- Number and percentage (n/N) of contracts monitored in accordance with City requirements.
- Number and percentage (n/N) of contractors reporting the standardized/common performance measures applicable to their funded strategies.
- Number and percentage (n/N) of submitted reports meeting City-established completeness and data-quality requirements.
- Cross-contractor trends in common outcome measures, showing current and comparable prior-period counts and percentages (n/N) where applicable, with material data gaps or limitations identified.

Reporting

- 1) CoB Staff will coordinate contractor presentations for SSBPPE on an annual basis. These presentations will include the following minimum information:
 - Overview of strategies and activities
 - Progress on contracted activities and data collected so far

- Success stories
- Identified lessons learned that have been used to adjust their practice.

Strategic Impact and Annual Evaluation Synthesis (proposed Commission-level addition)

For the annual October presentation/report, City staff will provide a concise synthesis that helps SSBPPE assess whether SSB-tax investments are advancing the purposes of the program and informs future recommendations to City Council.

The synthesis should include, using available and appropriate data:

- Distribution of SSB grant funding and program reach across Commission funding priorities, priority populations, and Berkeley neighborhoods/geographies.
- Health-equity analysis using available demographic information (for example age and race/ethnicity when appropriate and reportable), with attention to populations experiencing disproportionate diet-related chronic disease burden.
- Major cross-program successes, lessons learned, implementation barriers, and emerging community needs.
- Gaps in populations reached, services, or strategies that are relevant to future funding decisions.
- Progress and trends in common outcomes related to sugary-beverage consumption, healthy-beverage consumption, nutrition, physical activity, and related SSB-funded program goals, showing actual counts, percentages (n/N), and comparable prior-period results where supported by the available data.
- Staff evaluation findings or evidence-based considerations that may inform the Commission's future allocation recommendations. Final funding recommendations remain the responsibility of the Commission and City Council.

Trend interpretation should consider both rate and scale. A change in percentage should be interpreted alongside the underlying number of participants and the size of the measured population so that changes in reach or response volume are not obscured.

Procurement Ordinance

CoB Staff will report the following to the SSBPPE Procurement Ordinance on an annual basis (October SSBPPE Meeting)

- % of Department Directors who complete survey on an annual basis
- % of Department Directors completing the survey are aware of the Beverage Procurement Resolution, its purpose and are in compliance.
- % of City Department heads who are aware of the resolution report that they have informed their staff members of the Beverage Procurement Resolution and its purpose

Healthy Checkout Ordinance

CoB Staff can report data of the following to the SSBPPE. However, it was discussed in the SSBPPE Commission Meeting that the oversight and monitoring of the Healthy Checkout Ordinance may not be under the role and responsibility of the Commission. This reporting to be determined.

Commission-level note: Retain this section as informational/pending unless and until the Commission's oversight role for the Healthy Checkout Ordinance is clarified. Its inclusion should not be interpreted as expanding SSBPPE's responsibilities.

Overview of Compliance

- Total # of Stores
- Number of store visits completed, by quarter
- # of months between store visits
- % of stores compliant with distance from checkout
- % of stores compliant with allowable food/ beverages
- % of visits that involved interaction with a store manager
- Most common noncompliant products and product categories
- Most common reasons for distance related non-compliance

Education and Engagement

- Follow-up activities provided for non compliant stores
- Materials, resources, or surveys provided during TA
- Lessons Learned (what worked, what did not work)
- Feedback from store owners/ managers
- % of owners/ managers that understood the product category requirements (compliance would be a proxy for understanding)
 - % of owners/ managers that understand distance requirements (compliance would be a proxy for understanding)
- Website updates
- Recommendations for website updates in the future

Proposal from Commissioner Kao regarding the revision of data requested from grantees to allow for aggregation and meaningful reporting:

Given that Healthy Berkeley funds a diverse array of organizations that implement a variety of strategies, individual-level outcome measures will differ greatly between organizations, making individual outcomes difficult, if not impossible, to meaningfully aggregate. I'd like to focus in on the types of strategies being used within and across agencies and whether strategies are implemented as part of a complementary, multi-component approach. This is what is recommended in public health nutrition literature to prevent chronic disease and advance health equity in community settings and we have a wonderful opportunity to collect data that aligns with this approach.

From my experience in community nutrition evaluation, I do not believe the data collection proposed below would be burdensome to collect. A lot of this should be information each grantee is already tracking or would be easy to recall. Currently, we do not fund any group, with the exception of BUSD, at a level where we can expect a valid outcome or impact evaluation. Ideally, we could track health and behavior outcomes over a longer time span and through surveillance measures across the city to see if Healthy Berkeley is "working". That is a bigger conversation and falls outside of the RFP purview.

Within the scope of grantee measures, I think we do what we can and work on really understanding what grantees are doing with Healthy Berkeley funds and then use that information for continuous program improvement. **The tables listed below are to illustrate what would be possible to accomplish should we be willing and able to modify the current system in order to provide more useful outcomes for the grantees and the City. I welcome any edits/ suggestions/ additions/ deletions!**

Annual Reporting Example

Section 1. Strategies that reach individuals

Fill in the number of Berkeley community members served or reached by each strategy. If a strategy has not been adopted by the agency, enter "0".

		# of participants reached , whether once or multiple times
A. Direct education topics: <i>Real-time, instructor-led lessons, workshops, trainings with the opportunity to interact or ask questions</i>	Harms of SSB consumption	
	SSB marketing tactics	
	Benefits of water consumption	
B. Indirect education topics: <i>Information is distributed or displayed without interaction with an instructor; e.g., through newsletters, flyers, handouts</i>	Harms of SSB consumption	
	SSB marketing tactics	
	Benefits of water consumption	
C. Health referrals and screenings	Dental screenings	
	Chronic disease-related screenings	
	Referrals for health/dental services	
D. Policies, systems, and environmental change strategies	Increase actual access to water/healthy beverages	
	Decrease actual access to SSBs	

	Shift things to make water/healthy options more prominent	
	Shift things to make SSBs less prominent	
	Adopt or improve a policy to promote healthy beverages	
	Adopt or improve a policy to limit or restrict SSBs	
	Actually make healthy options less expensive than SSBs	

Section 2. Strategies that build on community capacity, create synergy, and change norms

A. Training others to educate, advocate, adopt policies, garner buy-in, etc. related to SSB reduction, water promotion, and Healthy Berkeley program (e.g., promotoras, community health workers, peer educators, water ambassadors, other agencies)

Report on the number of persons trained or organizations engaged who will go on to serve the Berkeley community.		# trained/ engaged
1. Number trained to educate others through classes, workshops, trainings (i.e., deliver direct education)	Youth	
	Adults	
2. Number trained in advocacy, communication, needs assessment, decision making	Youth	
	Adults	
3. Number of organizations or businesses engaged in adopting their own healthy beverage / SSB restriction policies		

B. Promotion, Marketing, Communications with content related to SSB reduction/water promotion/increasing awareness of Healthy Berkeley program/SSB tax revenues

1. Communications to current stakeholders	# created (not # distributed or # of impressions)
Newsletters:	
Social media posts:	
Flyers/handouts:	
2. Types of mass media used that reach a broader audience	Mark an "x" if 1 or more are completed
Op-eds/news/magazine articles	
Public-facing exhibits, murals, artwork, etc.	
Display of banners/large-format media	
3. Number of external conference/meeting presentations, panel discussions outside of your organization	

C. Partnerships/Multi-sector coalitions:

1. List which Healthy Berkeley grantees you partnered with:

2. Mark an "x" for each of the following* that you worked on improving (directly or through a partner) for the Berkeley community members you serve:

- ☐ Discrimination or exclusion
- ☐ Education/job training
- ☐ Food assistance
- ☐ Anti-poverty/income assistance
- ☐ Neighborhood economic development and safety
- ☐ Housing assistance
- ☐ Transportation/Safe Routes/Complete Streets
- ☐ Healthcare access
- ☐ Subsidized/free childcare

**All shown to be directly related to health disparities*

Section 3. (Optional, only if applicable) Share any other evaluation data you have collected related to your Healthy Berkeley work.