

Sugar-Sweetened  
Beverage Product  
Panel of Experts  
Commission

**Sugar-Sweetened Beverage Product  
Panel of Experts Commission**  
**Thursday, October 16, 2025, 6:00pm – 8:00pm**

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

## **MEETING AGENDA**

### **Preliminary Matters**

1. Roll Call
2. Introduction of new Commission members
3. Approval of Draft Minutes from 10/6/2025 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.

### **Presentation**

**Healthy Berkeley Update to SSBPPE Commission.** *Presented by the Public Health Division and Finance Staff.*

### **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:** Update on San Francisco's proposal to restructure its Sugar Commission, including potential consolidation with another commission scheduled to sunset before the Sugar Tax expires (Hecht)
3. **Discussion 2:** Work Plan as a living document (Esonwune)
4. **Action 1:** Approve Commission Recommendation on Implementation and Oversight of Resolution 70,413-N.S. on Sugar-Sweetened Beverages to City Council (Crawford)
5. **Action 2:** Approve letter of support urging Berkeley City Council to support keeping San Francisco's Sugar Commission as a standalone entity (Hecht)
6. **Action 3:** Add/Remove Subcommittees/ Members (Crawford)

### **Information Items**

1. Commission Work Plan – **Attachment 2**
2. Approved Meeting Minutes 07/17/2025 – **Attachment 3**
3. Commission Meeting Dates 2025 – **Attachment 4**
4. Subcommittee Roster– **Attachment 5**
5. City Council Timeline 2025 – **Attachment 6**
6. Soda Tax Revenues – **Attachment 7**

*A Vibrant and Healthy Berkeley for All*

1947 Center Street, 2<sup>nd</sup> Floor, Berkeley, CA 94704 Tel: 510.981.5300 TDD: 510.981.6903 Fax: 510.981.5395  
E-mail: [publichealth@berkeleyca.gov](mailto: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](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.

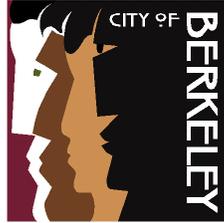
**AMERICAN DISABILITIES ACT DISCLAIMER:** This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (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, 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.**

*A Vibrant and Healthy Berkeley for All*

**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

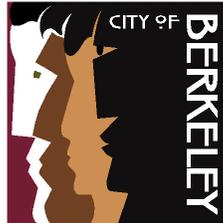
### Proposed Work Plan –4/2025 – 3/2026

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, July 17<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

### MEETING MINUTES

The meeting convened at 6:00pm.

#### ROLL CALL

**Present:** Commissioner Morales, Rodriguez, Mashama, Kao,  
Lopez, Crawford, Esonwune, Hecht.  
**Absent:** Commissioner 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 06/26/2025.**

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

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

The meeting adjourned at 8:00pm.

*A Vibrant and Healthy Berkeley for All*

**NEXT MEETING:**

The next meeting is scheduled for **Thursday, September 18<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 were approved at the October 6<sup>th</sup>, 2025 special meeting.**

## 2025 Commission Meeting Dates

Please complete this form and email it to the  
[Commission Inbox](#)

Name of Commission: Sugar-Sweetened Beverage Product Panel of Experts Commission

Commission Secretary: Roberto Terrones

### Please Note the Commission Meeting Dates for 2024 Below

Please fill in meeting date below. If no meeting for the month is scheduled please note as "No Meeting."

### 2025 Meeting Dates

Month	Meeting Day and Date	Time
<b>January 2025</b>	Thursday 1/16/2025	6:00 pm
<b>February 2025</b>	Thursday 2/20/2025	6:00 pm
<b>March 2025</b>	Thursday 3/20/2025	6:00 pm
<b>April 2025</b>	Thursday 4/17/2025	6:00 pm
<b>May 2025</b>	Thursday 5/15/2025	6:00 pm
<b>June 2025</b>	Thursday 6/19/2025	6:00 pm

Month	Meeting Day and Date	Time
<b>July 2025</b>	Thursday 7/17/2025	6:00 pm
<b>August 2025</b>	No Meeting	
<b>September 2025</b>	Thursday 9/18/2025	6:00 pm
<b>October 2025</b>	Thursday 10/16/2025	6:00 pm
<b>November 2025</b>	Thursday 11/20/2025	6:00 pm
<b>December 2025</b>	No Meeting	

[commission@cityofberkeley.info](mailto:commission@cityofberkeley.info)

**City Clerk Department**

Please contact our office at (510) 981-6908 with any questions.

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

<b>2025</b>		<b>Thursday 12:00 PM</b>	<b>Thursday 12:00 PM</b>	<b>Monday 2:30 PM</b>	<b>Wednesday 11:00 AM</b>	<b>Thursday 5:00 PM</b>
<b>COUNCIL MEETING DATE</b>	<b>Reports Due to Director</b>	<b>Dept. Reports Due to Clerk Day 33</b>	<b>Agenda Committee Packet to Print Day 19</b>	<b>Agenda Committee Meeting Day 15</b>	<b>Final Agenda Meeting - (Print Agenda on wed.) Day 13</b>	<b>Council Agenda Delivery Day 12</b>
<b>Winter Recess [December 11, 2024 through January 20, 2025]</b>						
Jan 21	12/5	12/19	1/2	1/6	1/8	1/9
Feb 11	12/26	1/9	1/23	1/27	1/29	1/30
Feb 25	1/9	1/23	2/6	2/10	2/12	2/13
Mar 11	1/23	2/6	2/20	2/24	2/26	2/27
Mar 18	1/30	2/13	2/27	3/3	3/5	3/6
Mar 25	2/6	2/20	3/6	3/10	3/12	3/13
<b>Spring Recess [March 26 through April 14, 2025]</b>						
Apr 15	2/27	3/13	3/27	4/1 (Tue)	4/2	4/3
Apr 29	3/13	3/27	4/10	4/14	4/16	4/17
May 6	3/20	4/3	4/17	4/21	4/23	4/24
May 20	4/3	4/17	5/1	5/5	5/7	5/8
Jun 3	4/17	5/1	5/15	5/20 (Tue)	5/21	5/22
Jun 17	5/1	5/15	5/29	6/2	6/4	6/5
Jun 24	5/8	5/22	6/5	6/9	6/11	6/12
Jul 8	5/22	6/5	6/19	6/23	6/25	6/26
Jul 22	6/5	6/19	7/3	7/7	7/9	7/10
Jul 29	6/12	6/26	7/10	7/14	7/16	7/17
<b>Summer Recess [July 30 through September 8, 2025]</b>						
Sep 9	7/24	8/7	8/21	8/25	8/27	8/28
Sep 16	7/31	8/14	8/28	9/2 (Tue)	9/3	9/4
Sep 30	8/14	8/28	9/11	9/15	9/17	9/18
Oct 14	8/28	9/11	9/25	9/29	10/1	10/2
Oct 28	9/11	9/25	10/9	10/14 (Tue)	10/15	10/16
Nov 4	9/18	10/2	10/16	10/21 (Tue)	10/22	10/23
Nov 18	10/2	10/16	10/30	11/3	11/5	11/6
Dec 2	10/16	10/30	11/13	11/17	11/19	11/20
<b>Winter Recess [December 3, 2025 through January 26, 2026]</b>						

VTO Affected Dates

Holiday Affected Dates

Religious Holiday  
Affected Date**REVISED - 12/20/2024****Reports not submitted by the deadlines listed will not be included on the agenda.**



**City of Berkeley**  
**Soda Tax Revenue-FY 2025**  
**For the Months of July 2024 - June 2025**

<b>Month</b>	<b>Amount</b>
Jul-24	88,874.27
Aug-24	87,682.02
Sep-24	98,960.91
Oct-24	67,105.85
Nov-24	98,608.25
Dec-24	84,944.49
Jan-25	104,623.13
Feb-25	70,139.88
Mar-25	106,890.45
Apr-25	69,666.77
May-25	90,999.43
Jun-25	89,936.67
<b>Gross Revenue</b>	<b>\$ 1,058,432.12</b>

<b>FY 2015</b>	<b>\$ 242,986.39</b>
<b>FY 2016</b>	<b>\$ 1,757,271.70</b>
<b>FY 2017</b>	<b>\$ 1,578,389.00</b>
<b>FY 2018</b>	<b>\$ 1,517,949.28</b>
<b>FY 2019</b>	<b>\$ 1,606,177.73</b>
<b>FY 2020</b>	<b>\$ 1,378,196.46</b>
<b>FY 2021</b>	<b>\$ 995,387.49</b>
<b>FY 2022</b>	<b>\$ 1,047,801.97</b>
<b>FY 2023</b>	<b>\$ 1,185,893.91</b>
<b>FY 2024</b>	<b>\$ 1,110,228.70</b>
<b>FY 2025</b>	<b>\$ 1,058,432.12</b>
<b>Total</b>	<b>\$ 13,478,714.75</b>



Sugar-Sweetened Beverage  
Product Panel of Experts (SSBPPE)  
Commission

ACTION CALENDAR

November 18, 2025

To: Honorable Mayor and Members of the City Council

From: Sugar-Sweetened Beverage Product Panel of Experts (SSBPPE)  
Commission

Submitted by: Pat Crawford, Chairperson, Sugar-Sweetened Beverage Product Panel of  
Experts (SSBPPE) Commission

Subject: Implementation and Oversight of Resolution 70,413-N.S. on Sugar  
Sweetened Beverages

RECOMMENDATION

Approve redirecting current funding to set up a program of implementation and oversight for Resolution No. 70,413-N.S., *Procurement, Sales and Service of Sugar-Sweetened Beverages*.

- 1) Informing the department heads about the resolution's existence and health benefits and purposes, and asking the heads to assure that this information will be received by their staff
- 2) Developing and distributing a questionnaire that assesses the current status of SSB purchase, sale, and service in each department.
  - A. The questionnaire should assess what challenges exist and any special needs that are identified by departments without full implementation. Departments which are implementing the resolution should be asked to identify strategies and solutions used to implement it.
- 3) Meeting with the departments that are not fully compliant to develop a plan for full compliance.
- 4) Establishing an annual process to update records of compliance that is transparent and can be used by the SSBPPE Commission to achieve its goals.

FISCAL IMPACTS OF RECOMMENDATION

The SSBPPE Commission is requesting implementation and oversight by a Public Health Division staff person who has skills similar to those required to implement and provide oversight to the Healthy Checkout Program and given that there are windows of time when Public Health is not using the **Soda-Tax Revenue SSBPPE** funding allocation for the Healthy Checkout program, the Commission recommends that a portion of the Healthy Checkout budget be redirected to the work required to implement City Resolution 70,413-N.S.

In consideration for the workload of both programs, the Commission recommends that 75% of the currently allocated funding shall continue to support the work of Healthy Checkout Program while 25% of the current funding shall be redirected to set up a program of implementation and oversight for Resolution No. 70,413-N.S., Procurement, Sales and Service of Sugar-Sweetened Beverages. Workload on both programs will be assessed during the current year and monies funding allocations from subsequent years can be shifted accordingly. We believe it is very important to begin implementation of Resolution No. 70,413-N.S., this year.

#### CURRENT SITUATION AND ITS EFFECTS

Resolution 70,413-N.S. is a Strategic Plan Priority Project, advancing our goal to improve nutrition and health of Berkeley residents by decreasing their consumption of sugar-sweetened beverages through education and policy.

This action was approved by the Commission on September 18, 2025:

**Action:** M/S/C (X/X) to approve communication to City Council on implementation of Resolution prohibiting the use of City funds for purchase of SSBs.

**Votes:** Ayes – X; Noes – X; Absent – X

#### BACKGROUND

We are writing to request the implementation of Resolution No. 70,413-N.S., *Procurement, Sales and Service of Sugar-Sweetened Beverages*, as amended on June 14, 2022, attached. It has come to our attention that this resolution may not currently be receiving the implementation or oversight necessary from City staff to ensure its effectiveness.

#### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The prohibition on purchase and sale of sugar-sweetened beverages by the City should protect water by using less in its manufacture and also protect the environment by involving fewer single-use plastics.

#### RATIONALE FOR RECOMMENDATION

The SSBPPE Commission sees this resolution as a key component of its policies to protect its residents from the well documented health ravages of sugar-sweetened beverages.

#### ALTERNATIVE ACTIONS CONSIDERED

None.

#### CITY MANAGER

The City Manager [TYPE ONE] concurs with / takes no position on the content and recommendations of the Commission's Report. [OR] Refer to the budget process.

**Note: If the City Manager does not (a) concur, (b) takes any other position, or (c) refer to the budget process, a council action report must be prepared. Indicate under the CITY MANAGER heading, “See companion report.”**

**CONTACT PERSON**

Roberto Terrones, Health Services Program Specialist, Health, Housing, and Community Services Department, 510-981-5324.

**Attachments:**

1: City Resolution 70,413-N.S. on Sugar-Sweetened Beverages