



Sugar-Sweetened  
Beverage Product  
Panel of Experts  
Commission

**Sugar-Sweetened Beverage Product  
Panel of Experts Commission**  
**Thursday, April 18, 2024, 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 02/15/2024 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:** Lifelong Medical Care.

### **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. **Action 1:** Approve 2024 Commission work plan (Commissioner Hecht) **Attachment 2**
3. **Action 2:** Add/Remove Subcommittees/ Members (Commissioner Hecht)
4. **Action 3:** For the good of the order (Commissioner Hecht)

### **Information Items**

1. Commission Work Plan – **Attachment 2**
2. Approved Meeting Minutes 01/18/2024 – **Attachment 3**
3. Commission Meeting Dates 2024 – **Attachment 4**
4. Subcommittee Roster 2024– **Attachment 5**
5. City Council Timeline 2024 – **Attachment 6**
6. Consent Calendar, July 25, 2023: Summary of funded programs and resolutions – **Attachment 7**

**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.

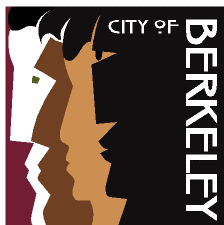
**AMERICAN DISABILITIES ACT DISCLAIMER:** This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (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, February 15<sup>th</sup>, 2024. 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 6:05pm.

### ROLL CALL

**Present:** Commissioners Morales, Rodriguez, Mashama, Kao, Lopez, Crawford, Hecht, Chan (6:17).  
**Absent:** Commissioner Esonwune.  
**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 01/18/2024.

**M/S/C:** Commissioners Rodriguez/Lopez.

**Ayes:** Commissioners Morales, Rodriguez, Mashama, Kao, Lopez, Crawford, Hecht, Chan.

**Noes:** None.

**Abstain:** None.

**Absent from vote:** Commissioner Esonwune.

**Recused:** None.

**Excused:** None.

1. Motion to elect Commissioner Kenneth Hecht as Chair for the SSBPPE Commission.

**M/S/C:** Commissioners Rodriguez/Chan.

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

**2. Motion to elect Commissioner Janice Kao as Vice-Chair for the SSBPPE Commission.**

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

**3. Motion to add Commissioners Morales, Kao, Chan, and Mashama to the Media Subcommittee; Add Commissioners Lopez and Kao to the Prevention Strategies and Outcomes Subcommittee; Remove Commissioner Morales from the Sugary Drink Policy Subcommittee.**

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

**The meeting adjourned at 7:10pm.**

**NEXT MEETING:**

The next meeting is scheduled for **Thursday, March 21<sup>st</sup>, 2024**. 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 March 21<sup>st</sup>, 2024 regular meeting.**

**INFORMATION REPORT TO CITY OF BERKELEY COUNCIL**  
**Sugar-Sweetened Beverage Product Panel of Experts (SSBPPE) Commission**  
**FY23 (July 1, 2022 through June 30, 2023 WORK PLAN & TIMELINE)**

*Approved by SSBPPE Commission on October 20, 2022*

Activity	Responsible Contact	July 2022	Aug NO Mtg.	Sept 2022	Oct. 2022	Nov 2022	Dec NO Mtg.	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023
1. Consult with COB Fiscal about funding allocation for next cycle.	PS&O Sub-Com,		x	x	x								
2. Periodic meetings as needed.	PS&O Sub-Com, – Full SSBPPE		x	x	x	x							
3. Submit Work Plan to Commission Secretary for FY 23 and approve work plan.	PS&O Sub-Com, – Full SSBPPE			x	x								
4. Revise the RFP.	PS&O Sub-Com,		x	x	x	x	x	x					x
5. Plan for grantees to present at a SSBPPE on successes and challenges to date.	PS&O Sub-Com, – Full SSBPPE			x	x	x							
6. Request report from the COB Public Health Staff regarding activities supported by additional funding for FY 2020 and 2021, including the media and hydration station projects	PS&O Sub-Com, – Full SSBPPE			x								x	
7. Request report from City of Berkeley staff about the epidemiology research and community and BUSD evaluations, including the YRBS	PS&O Sub, Committee– Full Committee					x						x	
8. Write the SSBPPE Annual Report.	PS&O Sub, Committee– Full Committee										x		
9. Liaise with Community Health Commission regarding SSB Policy	Policy					x		x	x	x	x	x	x
10. Support implementation and education of the City of Berkeley procurement policy	Policy sub-committee	x		x	x	x		x	x	x	x	x	x
11. Support implementation and expansion of Healthy Checkout Policy	Policy Sub-committee	x		x	x	x		x	x	x	x	x	x
12. Support publicizing and educating the Berkeley community and UC staff and students about the SSB current policies	Policy	x		x	x	x		x	x	x	x	x	x





# Sugar-Sweetened Beverage Product Panel of Experts Commission

Thursday, January 18<sup>th</sup>, 2024. 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 6:08pm.

### ROLL CALL

**Present:** Commissioners Morales, Rodriguez, Kao, Crawford (6:14),  
Esonwune, Hecht (6:06).  
**Absent:** Commissioner Chan.  
**Excused:** None.  
**Staff present:** Roberto Terrones, Janice Chin.

**COMMENTS FROM THE PUBLIC** None.

### ACTION ON MINUTES

**Approval of Minutes - Moved to approve the draft minutes of the meeting on 11/16/2023 with edits.**

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

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

**1. Motion to approve 2024 SSBPPE Commission meeting dates.**

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

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

2. Motion to approve the creation of an ad-hoc subcommittee that will review and bring forward the 2024 Commission work plan with the following Commissioners as members: Commissioners Morales, Rodriguez, Crawford, Esonwune.

**M/S/C:** Commissioners Morales/Rodriguez.

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

**The meeting adjourned at 8:00pm.**

**NEXT MEETING:**

The next meeting is scheduled for **Thursday, February 15<sup>th</sup>, 2024**. 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 February 15<sup>th</sup>, 2024 regular meeting.**



## 2024 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."

### 2024 Meeting Dates

Month	Meeting Day and Date	Time
<b>January 2024</b>	Thursday 1/18/2024	6:00 pm
<b>February 2024</b>	Thursday 2/15/2024	6:00 pm
<b>March 2024</b>	Thursday 3/21/2024	6:00 pm
<b>April 2024</b>	Thursday 4/18/2024	6:00 pm
<b>May 2024</b>	Thursday 5/16/2024	6:00 pm
<b>June 2024</b>	Thursday 6/20/2024	6:00 pm

Month	Meeting Day and Date	Time
<b>July 2024</b>	Thursday 7/18/2024	6:00 pm
<b>August 2024</b>	No Meeting	
<b>September 2024</b>	Thursday 9/19/2024	6:00 pm
<b>October 2024</b>	Thursday 10/17/2024	6:00 pm
<b>November 2024</b>	Thursday 11/21/2024	6:00 pm
<b>December 2024</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

2024			Thursday 12:00 PM	Thursday 12:00 PM	Monday 2:30 PM	Wednesday 11:00 AM	Thursday 5:00 PM
COUNCIL MEETING DATE	Reports Due to Dept. Director	Reports Due to CAO	Dept. Reports Due to Clerk <b>Day 33</b>	Agenda Committee Packet to Print <b>Day 19</b>	Agenda Committee Meeting <b>Day 15</b>	Final Agenda Meeting - (Print Agenda on wed.) <b>Day 13</b>	Council Agenda Delivery <b>Day 12</b>
<b>Winter Recess [December 13, 2023 through January 15, 2024]</b>							
Jan 16	11/30	11/30	12/14	1/2 - Tue	1/4 - Thur	1/4 - Thur	1/5 - Fri
Jan 30	12/14	12/14	12/28	1/11	1/16 - Tue	1/17	1/18
Feb 13	12/28	12/28	1/11	1/25	1/29	1/31	2/1
Feb 27	1/11	1/11	1/25	2/8	2/13 - Tue	2/14	2/15
Mar 12	1/25	1/25	2/8	2/22	2/26	2/28	2/29
Mar 19	2/1	2/1	2/15	2/29	3/4	3/6	3/7
<b>Spring Recess [March 20 through April 15, 2024]</b>							
Apr 16	2/29	2/29	3/14	3/28	4/1	4/3	4/4
May 7	3/21	3/21	4/4	4/18	4/25 - Thur	4/25 - Thr	4/26 - Fri
May 14	3/28	3/28	4/11	4/25	5/1 - Wed	5/1	5/2
May 21	4/4	4/4	4/18	5/2	5/7 - Tue	5/8	5/9
Jun 4	4/18	4/18	5/2	5/16	5/21 - Tue	5/22	5/23
Jun 25	5/9	5/9	5/23	6/6	6/10	6/12	6/13
Jul 9	5/23	5/23	6/6	6/20	6/24	6/26	6/27
Jul 23	6/6	6/6	6/20	7/3 - Wed	7/8	7/10	7/11
Jul 30	6/13	6/13	6/27	7/11	7/15	7/17	7/18
<b>Summer Recess [July 31 through September 9, 2024]</b>							
Sep 10	7/25	7/25	8/8	8/22	8/26	8/28	8/29
Sep 24	8/8	8/8	8/22	9/5	9/9	9/11	9/12
Oct 1	8/15	8/15	8/29	9/12	9/16	9/18	9/19
Oct 15	8/29	8/29	9/12	9/26	9/30	10/2	10/3
Oct 29	9/12	9/12	9/26	10/10	10/15 - Tue	10/16	10/17
Nov 12	9/26	9/26	10/10	10/24	10/28	10/30	10/31
Nov 19	10/3	10/3	10/17	10/31	11/4	11/6	11/7
Dec 3	10/17	10/17	10/31	11/14	11/18	11/20	11/21
Dec 10	10/27	10/27	11/7	11/21	11/25	11/27	11/27 - Wed
<b>Winter Recess [December 11, 2024 through January 14, 2025]</b>							

VTO Affected Dates

Holiday Affected Dates

Religious Holiday Affected Date

Updated 11/30/2023

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

## Consent Calendar

**Public Comment on Consent Calendar and Information Items Only:** 26 speakers.

**Action:** M/S/C (Arreguin/Hahn) to adopt the Consent Calendar in one motion except as indicated.

**Vote:** Ayes – Kesarwani, Taplin, Bartlett, Hahn, Wengraf, Robinson, Humbert, Arreguin; Noes – None; Abstain – None; Absent – Harrison.

Recess 8:37 p.m. – 9:00 p.m.

**Urgent Item: Grant Allocation: Approve Healthy Berkeley Funding Recommendation for Programs to Reduce Consumption of Sugar-Sweetened Beverages (SSBs) for FY24 and FY25 Grant Cycle**

**From: Sugar-Sweetened Beverage Product Panel of Experts Commission**

**Recommendation:** Approve the SSBPPE Commission's recommendations and adopt eight (8) Resolutions authorizing the City Manager or her designee to enter into contracts with the Berkeley Unified School District (BUSD) and the Community-Based Organizations (CBOs) listed below to distribute a total of \$1,495,180 for FY 2024 and FY 2025 according to the following schedule:

1. \$705,056.05 total grant to Berkeley Unified School District to implement the Gardening and Cooking Program for FY 2024 and FY 2025 to be disbursed as follows: \$352,528.03 in FY 2024 and \$352,528.02 in FY 2025.
2. \$85,864.90 total grant to Bay Area Community Resources to implement the Healthy Options at Point of Sale program to be disbursed as follows: \$42,932.45 in FY 2024 and \$42,932.45 in FY 2025.
3. \$106,150.00 total grant to Berkeley Youth Alternatives to implement the Urban Agriculture and Team Nutrition Program to be disbursed as follows: \$53,075.00 in FY 2024 and \$53,075.00 in FY 2025.
4. \$100,378.30 total grant to Ecology Center to implement the For Thirst, Water First! program to be disbursed as follows: \$50,189.15 in FY 2024 and \$50,189.15 in FY 2025.
5. \$130,433.05 total grant to Lifelong Medical Care to implement the Healthy Berkeley, Chronic Disease and Oral Health Prevention program to be disbursed as follows: \$65,216.53 in FY 2024 and \$65,216.52 in FY 2025.
6. \$55,000.00 total grant to Multicultural Institute to implement the Life Skills/Day Laborer Program: Health Activity program to be disbursed as follows: \$27,500.00 in FY 2024 and \$27,500.00 in FY 2025.
7. \$96,923.20 total grant to YMCA of the East Bay to implement the YMCA Healthy Me! program to be disbursed as follows: \$48,461.60 in FY 2024 and \$48,461.60 in FY 2025.
8. \$215,374.50 total grant to Healthy Black Families to implement the Thirsty for Change! (T4C) program to be disbursed as follows: \$107,687.25 in FY 2024 and \$107,687.25 in FY 2025.
9. The Commission recommends that indirect or administrative expenses not exceed 10% of the program budget for any entity and that the funds awarded not be used to supplant any other source of funding.
10. The Commission recommends that City Council authorize the City Manager to authorize advances for BUSD and the selected community agencies receiving funds in

## Consent Calendar

FY 2024 and FY 2025. The advances are to be equivalent to 25% of the agency's allocation.

**Financial Implications:** See report

Contact: Roberto Terrones, Commission Secretary, (510) 981-5400

**Action:** Approved the recommendation and adopted Resolution No. 70,965–N.S. (BUSD), Resolution No. 70,966–N.S. (BACR), Resolution No. 70,967–N.S. (BYA), Resolution No. 70,968–N.S. (EC), Resolution No. 70,969–N.S. (LMC), Resolution No. 70,970–N.S. (MI), Resolution No. 70,971–N.S. (YMCA), and Resolution No. 70,972–N.S. (HBF).

### **Urgent Item: Excused Absence for Councilmember Kate Harrison**

**From: Mayor Arreguin (Author)**

**Recommendation:** Excuse Councilmember Kate Harrison from the July 25, 2023 Council meeting as a result of illness.

**Financial Implications:** None

Contact: Jesse Arreguin, Mayor, (510) 981-7100

**Action:** Approved recommendation.