

ALAMEDA COUNTY
LEAD POISONING PREVENTION PROGRAM
A Joint Powers Authority serving the Cities of Alameda, Berkeley, Emeryville, and Oakland

2000 Embarcadero, Suite 300, Oakland, CA (510) 567-8282
www.achhd.org

DATE: May 21, 2021

TO: Directors and Alternates
Alameda County Lead Poisoning Prevention Program

FROM: Larry Brooks, Secretary
Joint Powers Authority

SUBJECT: **Meeting of the Board of Directors**

The next regular meeting of the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Board of Directors is scheduled for **Thursday, May 27, 2021. The meeting will begin at 9:15 a.m., or immediately following the Administration and Finance Committee Meeting.**

In response to the COVID-19 pandemic, and pursuant to California Governor Gavin Newsom's Executive Order N-29-20, the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Meeting of the Board of Directors will be available via teleconference.

Members of the public can also attend in person at the Alameda County Healthy Homes Department, 2000 Embarcadero, Suite 300, Oakland, CA. Members are encouraged to watch the meeting of the Board of Directors online by clicking the following link

<https://global.gotomeeting.com/join/870799453>

or dial in by using your phone, 1 (872) 240-3212 using Access Code: 870-799-453

If viewing the meeting via teleconference, you may provide written comment on an agenda item or raise an issue during Open Forum by sending an email to Lidice De La Fuente at Lidice.DeLaFuente@acgov.org. Please include your name and identify the agenda item you are addressing or that your comment falls under Open Forum. It is encouraged to send any comments 24 hours prior to the meeting; however, members of the public will be able to send written comments via email during the meeting as well.

If you require a reasonable modification or accommodation for a disability, please contact Lidice De La Fuente at Lidice.DeLaFuente@acgov.org or (510) 567-8291 at least 48 hours before the meeting of the Board of Directors.

Attached is the agenda packet for the meeting.

Thank you.

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM
JOINT POWERS AUTHORITY

A G E N D A
General Board Meeting

May 27, 2021

9:15 A.M. or immediately following the Administration and Finance Committee Meeting

Please join the meeting from your computer, tablet or smartphone
<https://global.gotomeeting.com/join/870799453>

or dial in by using your phone, 1 (872) 240-3212 using Access Code: 870-799-453

or in person at

Alameda County Healthy Homes Department, 2000 Embarcadero, Suite 300, Oakland, CA

NOTICE: All meetings of the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Board of Directors are open to the public. Those wishing to address the Board of Directors on items not on the agenda may do so during the open forum section of the meeting.

- 1) **Roll Call**
- 2) **Public Comment** (Discussion)
Directors, alternates, staff, or members of the public may address the Board of Directors regarding items not on the agenda. The Board will listen to matters presented but may not take action on these items.
- 3) **Meeting Minutes for April 22, 2021** (Action) Pg. 1
 - a) **Program Operations Committee**
 - b) **Administration and Finance Committee**
 - a) **General Board Meeting**
- 4) **Director's Report** (Information/Action)
- 5) **Department's Budget FY 2022** (Action) Pg. 6
- 6) **Board & Committee Structure** (Action) Pg. 10
Chair Bauters will lead a discussion on changes to the Board and Committee Structure.
- 7) **Director Compensation** (Action)
- 8) **September 23, 2021 JPA Board Meeting** (Action)
Proposed rescheduling.
- 9) **Future Agenda Items** (Discussion)
- 10) **Announcements by Board Directors** (Information)
- 11) **Adjournment**

Material related to an item on this Agenda, including those submitted to the Board of Directors after distribution of the agenda packet, and are available for public inspection at the Alameda County Healthy Homes Department office during normal business hours.

Agendas are available on the Department's website at www.achhd.org

PROGRAM OPERATIONS COMMITTEE
MEETING MINUTES

April 22, 2021

Attendance:

Voting Directors: Malia Vella, Alameda; Susan Wengraf, Berkeley; John J. Bauters, Emeryville

Non-Voting Directors: Gwen Hardy, Community Representative

Alternates: Jared Savas, County of Alameda

Staff: Larry Brooks; Lidice De La Fuente; Soni Johnson

Others: none

Absent: City of Oakland

Director John J. Bauters called into order the teleconference for the Program Operations Committee Meeting at 9:19 A.M.

1) **Open Forum**

2) **Director's Report**

Secretary to the Board, Larry Brooks wished Directors Happy Earth Day noting that due to the COVID-19 pandemic most of the Department's outreach is being done via virtual platforms.

Mr. Brooks alerted Directors of the Juvenile Justice Information Exchange article, "Florida Attorney Believes Lead Poisoning is Partial Explanation for Low-Income Neighborhood Crimes", an article describing the connection between lead poisoning and crime; and, "In Response: Ignore Scare Tactics: Lead Poisoning a Non-Issue for Hunters", an article by News Tribune noting that lead in bullets if ingested by animals could potentially poison people.

Mr. Brooks informed the Board he participated in the California Healthy Housing Coalition (CHHC) virtual 2021 annual meeting where it was discussed introducing a statewide policy to support funding for proactive rental inspection programs to identify lead hazards; contractor training on U.S. Environmental Protection Agency (EPA) Renovate, Repair, Painting (RRP); and, allowing code enforcement officers to inspect adjacent housing units at multi-unit rental properties when lead hazards are found. Mr. Brooks stated the City of Fremont is one of the jurisdictions already allowing code enforcement officers to inspect adjacent units. Directors asked for a copy of the City of Fremont ordinance and CHHC language granting jurisdictions the authority to inspect adjacent units.

Additionally, Mr. Brooks congratulated the Code Association of Code Enforcement Officers Board of Directors for training 150 officers on RRP as part of their EPA grant deliverables. Mr. Brooks also congratulated the JPA Board, Department staff, Dale Hagen, and City of Alameda Chief Building Official for developing and adopting the RRP acknowledgment form, which was the first in the nation. Directors supported sending a letter in the next couple of months to EPA supporting RRP and informing of what the JPA Lead Board and how much is being spent on education and outreach.

3) **Outreach and Education Monthly Report**

Mr. Brooks shared a slide of a KTSF TV interview of Alameda County Supervisor and JPA Director Wilma Chan. Director Chan was featured on a segment of "Great Family" and spoke on the topic of lead poisoning prevention.

Lidice De La Fuente informed Directors that in March the Department partnered with Cypress Mandela in Oakland to train 10 staff on RRP.

Ms. De La Fuente announced that in early April 2021 the Department launched the DIY Lead Safe Paint Supplies Bucket voucher program for CSA owners and CSA rental property owners. The Department partnered with Laurel Ace Hardware store in Oakland to provide eligible clients with lead safe paint supplies for their home renovation projects. Currently, the Department is using email subscription, E-Subscribe, to reach property owners and strategies to reach more CSA property owners are currently being developed.

- 4) **Announcements by Board Directors**
There were no announcements by Board Directors.

Meeting adjourned 9:50 A.M.

**ADMINISTRATION AND FINANCE COMMITTEE
MEETING MINUTES**

April 22, 2021

Attendance:

Voting Directors: Malia Vella, Alameda; Susan Wengraf, Berkeley; John J. Bauters, Emeryville

Non-Voting Directors: Gwen Hardy, Community Representative

Alternates: Jared Savas, County of Alameda

Staff: Larry Brooks; Lidice De La Fuente; Soni Johnson

Others: none

Absent: City of Oakland

Director John J. Bauters called into order the teleconference for the Administration and Finance Committee Meeting at 9:50 A.M.

1) **Open Forum**

2) **Director's Report**

Secretary Larry Brooks informed the Board that the Agency Director highlighted Department activities at the Alameda County Board of Supervisors Budget hearings. Mr. Brooks indicated the Department will present the renewal of the County Service Area service charge for fiscal year 2021/2022 at the next County Board of Supervisors meeting.

Mr. Brooks announced that Oakland Councilman, Noel Gallo, was appointed to the JPA Lead Board and Oakland staff Bill Gilchrist will continue to serve as Alternate. Department staff will conduct an orientation for Director Gallo and anticipates his participation at the JPA Lead Board meeting in May 2021.

3) **Announcements by Board Directors**

There were no announcements by Board Directors.

Meeting adjourned at 9:54 AM

**GENERAL BOARD
MEETING MINUTES**

April 22, 2021

Attendance:

Voting Directors: Malia Vella, Alameda; Susan Wengraf, Berkeley; John J. Bauters, Emeryville

Non-Voting Directors: Gwen Hardy, Community Representative

Alternates: Jared Savas, County of Alameda

Staff: Larry Brooks; Lidice De La Fuente; Soni Johnson

Others: none

Absent: City of Oakland

Director John J. Bauters called into order the teleconference for the General Board Meeting at 9:54 A.M.

1) **Open Forum**

2) **Director's Report**

No Director's report.

3) **Environmental Defense Fund Request: Demand the FDA Strengthen its Standards on Lead**

Mr. Brooks asked Directors to support a letter to the Environmental Defense Fund to demand the U.S. Food and Drug Administration strengthen its standards on Lead.

Action: Directors approved the draft letter in concept and amend the letter to reflect the role of the JPA Lead Board. Director Bauters asked to work with staff to finalize the letter and sign the letter on behalf of the JPA Lead Board.

Moved: Malia Vella

Second: Susan Wengraf

Ayes: 3-Vella; Wengraf; Bauters

Absent: Oakland

4) **Environmental Justice Legacy Pollution Clean Up Act 2021**

Mr. Brooks informed Directors that U.S. Senator Cory Booker introduced a \$100 billion measure to clean toxic sites to tackle lead contamination. Mr. Brooks asked Directors to support the legislation noting that the Green & Healthy Homes Initiative, National Center for Healthy Housing and the National Safe and Healthy Housing Coalition were already supporting the legislation.

Action: Directors agreed to bring back to their jurisdictions to support legislation and approved signing on to a letter drafted by the Green & Healthy Homes Initiative supporting legislation.

Moved: Susan Wengraf

Second: Malia Vella **Ayes:** 3-Vella; Wengraf; Bauters

Absent: Oakland

5) **Meeting Minutes for March 25, 2021**

a) **Program Operations Committee**

b) **Administration and Finance Committee**

c) **General Board Meeting**

Action: The Board approved the meeting minutes for March 25, 2021.

Moved: Susan Wengraf

Seconded: Malia Vella

Ayes: 3- Vella; Wengraf; Bauters

Absent: Oakland

6) **Future Agenda Items**

There were no future agenda items discussed.

Director Bauters made a request to work with staff on amending the meeting agendas. Directors agreed.

7) **Announcements by Board Directors**

There were no announcements by Directors.

Meeting adjourned in memory of George Floyd at 10:15 A.M.

Alameda County Healthy Homes Department
Line Item Budget
FY 21-22

Description	CA Department of Health Services	EPA	HUD 27	CSA	CDBG MHR	Contract Cities (City of Oakland) MHR	Contract Cities (Union City) MHR only	Lead Poisoning Prevention Settlement Funds	Misc. Revenue	Measure A- Fixing to Stay/ Group Lvg	Total Budget FY 22
Grant Revenues	993,523	42,000	2,401,030								3,436,553
Minor Home Repair Services					94,000	159,200	100,000				353,200
Interest Income									2,500		2,500
Loan return									3,500		3,500
HCSA- Fixing to Stay & Group Living										311,511	311,511
Lead Settlement Funds								772,009			772,009
CalHome Loans									50,000		50,000
Fee for Service									2,000		2,000
CSA Revenues				1,962,736							1,962,736
Total Revenues	993,523	42,000	2,401,030	1,962,736	94,000	159,200	100,000	772,009	58,000	311,511	6,894,009
Mileage for employees	3,500		2,000	3,000	2,000					2,000	12,500
Travel expenses for out of town trip- includes per diem		6,219	7,200								13,419
Employee training/staff development				15,000							15,000
Hardware Stores-Lead Safe supplies				65,000							65,000
Laboratory samples	500		50,000		500						51,000
Lead Evaluation Services			125,000								125,000
Lead Safe Training (State, RRP, Misc)		15,000									15,000
JD Moyer- MHR Database				5,000							5,000
Audit fees				22,000							22,000
Partner contracts-EPA		5,000			-						5,000

**Alameda County Healthy Homes Department
Line Item Budget
FY 21-22**

Description	CA Department of Health Services	EPA	HUD 27	CSA	CDBG MHR	Contract Cities (City of Oakland) MHR	Contract Cities (Union City) MHR only	Lead Poisoning Prevention Settlement Funds	Misc. Revenue	Measure A- Fixing to Stay/ Group Lvg	Total Budget FY 22
On-site interpretations and document translations	1,000		500	4,000							5,500
Education & Engagement-Social Media/Radio/TV	1,000			80,000							81,000
Embarcadero Shuttle Services				15,000							15,000
HEPA Vacuum Lending program				50,000							50,000
XRF Resourcing	4,000										4,000
CDA IT Services				22,308							22,308
Copier lease + extra copies				20,000							20,000
Embarcadero Maintenance/Utilities				2,000							2,000
Ergonomic supplies				3,000							3,000
General supplies	2,446			20,000	1,935	1,024	3,639		3,863	1106	34,013
Marketing supplies/incentives	2,000			5,000							7,000
Mobile devices				9,000							9,000
Office alarm system				3,500							3,500
Postage & shipping				3,500							3,500
Real estate services			3,500	4,000							7,500
Records management				3,000							3,000
Total Discretionary	14,446	26,219	188,200	354,308	4,435	1,024	3,639	-	3,863	3,106	599,240
Office Telephone expense				23,106							23,106
Information Technology				113,740							113,740
Agency Overhead				474,339						28,319	502,658
Insurance services	-		2,480	7,200					4,568		14,248
Office Space Rental	55,536			259,464							315,000

**Alameda County Healthy Homes Department
Line Item Budget
FY 21-22**

Description	CA Department of Health Services	EPA	HUD 27	CSA	CDBG MHR	Contract Cities (City of Oakland) MHR	Contract Cities (Union City) MHR only	Lead Poisoning Prevention Settlement Funds	Misc. Revenue	Measure A- Fixing to Stay/ Group Lvg	Total Budget FY 22
Motor Vehicle				19,000							19,000
County Counsel & HRS				58,938							58,938
JPA Per Diem				27,000							27,000
County Indirect				42,026							42,026
Total Non-Discretionary	55,536	-	2,480	1,024,813	-	-	-	-	4,568	28,319	1,115,716
Remediations and Relocations			800,000			120,000	80,000				1,000,000
Total Salaries & Benefits	923,541	15,781	1,410,350	583,615	89,565	38,176	16,361	772,009	49,569	280,086	4,179,053
	993,523	42,000	2,401,030	1,962,736	94,000	159,200	100,000	772,009	58,000	311,511	6,894,009

**Alameda County Healthy Homes Department
Budget
Summary of Changes
FY 21 to FY 22**

	Approved FY 21 JPA Budget	Proposed FY22 JPA Budget	\$\$ Change	% Change
Revenue				
CSA	1,964,525	1,962,736	(1,789)	-0.1%
DPH	993,523	993,523	-	0.0%
HUD LHC	1,614,991	2,401,030	786,039	48.7%
CDBG Minor Home Repair	104,688	94,000	(10,688)	-10.2%
EPA	45,000	42,000	(3,000)	-6.7%
Contract Cities	259,200	259,200	-	0.0%
Misc Revenue	8,000	58,000	50,000	625.0%
Lead Settlement Funding	772,009	772,009	-	0.0%
Fixing to Stay/Group Living	311,511	311,511	-	0.0%
Total Revenue Changes	6,073,447	6,894,009	820,562	13.51%
Expenses				
Discretionary	298,631	599,240	300,609	101%
Non-Discretionary	998,634	1,115,716	117,082	12%
LHC grants, Minor Home Repair & Relocation	600,000	1,000,000	400,000	67%
Salary & Benefits	4,176,182	4,179,053	2,871	0%
	6,073,447	6,894,009	820,562	13.51%

**County Service Area Lead Abatement Breakdown by City
FY 2020**

CSA City	Amount FY 2020	Percentage
Alameda	\$221,834	11%
Berkeley	\$437,672	22%
Emeryville	\$19,985	1%
Oakland	\$1,319,009	66%
Total	\$1,998,500	100%