

RESOLUTION 2018-108

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING (1) A 30 DAY FORMAL PUBLIC RECRUITMENT FOR A 5-MEMBER CHILDHOOD OBESITY PREVENTION ADVISORY GROUP THROUGH THE SAN PABLO CITY CLERK'S OFFICE AND (2) ADMINISTERING THE APPOINTMENT PROCESS THROUGH FORMAL INTERVIEWS AND APPOINTMENTS AT A SPECIAL CITY COUNCIL MEETING IN SEPTEMBER 2018

WHEREAS, on November 21, 2011, the City Council adopted Resolution 2011-123 which authorized an amendment to the FY 2011-13 Council Priority Workplan to authorize the development of a strategic plan and community-wide childhood obesity task force (COPTF) to address the growing childhood obesity pandemic, including exploring the feasibility of future funding mechanisms for City-wide childhood obesity prevention and healthy eating and active living programs in the San Pablo community;

WHEREAS, subsequent amendments were proposed to streamline COPTF governance and overall role and approved by City Council action via adopted City Council Resolutions 2012-117, 2014-035 and 2016-005;

WHEREAS, a Community Action Plan (CAP), which outlined 12-14 policy items for the City Council to adopt, educate, inform, and share with residents, external community service organizations, foundations, health service organizations, public agencies, school district and other non-profit organizations to identify external funding, partnerships, methods and ways to support COPTF recommended activities, policies and programs to eradicate childhood obesity in San Pablo, was developed and presented by COPTF representatives to the City Council, and adopted by Resolution 2014-063 on April 21, 2014;

WHEREAS, upon formal establishment of the new dedicated revenue streams to fund childhood obesity prevention programming in FY 2018-19, the City Council authorized City staff per City Council Resolution 2018-059 adopted on April 21, 2018 to proceed with development of a new policy framework for a future RFQ/RFP programming to solicit proposals for future contracts and services from local community service or non-profit organizations interested in providing new childhood obesity prevention programming during FY 2018/19 period;

WHEREAS, the new RFQ/RFP policy framework was developed, reviewed and recommended by the Community Services Standing Committee (Calloway/Morris) at their meeting on June 11, 2018, and adopted by the City Council on July 2, 2018 by Resolution 2018-099;

WHEREAS, on July 2, 2018, City Council also adopted Resolution 2018-100, transforming the existing COPTF into a new 5-member Childhood Obesity Prevention Advisory Group (Advisory Group) to coincide with the adoption of the new RFQ/RFP process for childhood prevention programming previously approved by the City Council on the same date; and

WHEREAS, through those adopted resolutions, the City Council of the City of San Pablo transformed the existing COPTF into a new 5-member Childhood Obesity Prevention Advisory Group (Advisory Group) under the following general guidelines which may be revised periodically by City Council action, as follows:

- **Purpose/Role:** Assist City staff with annual RFQ/RFP evaluation, contract and program administration with childhood obesity prevention contract services, and to make appropriate recommendations in collaboration with City staff to the City Council for contract award; and meet periodically to share information on the City's city-wide childhood obesity prevention activities, contract services, programs and services on a periodic as-needed basis.
- **Composition:** five total members: three appointed from the former COPTF affiliated organizations; and two members from the community/general public previously affiliated with former COPTF membership. All community/general public appointments must meet a San Pablo residency requirement.
- **Meeting Frequency:** Quarterly meetings, with other meetings as needed, due to operational and program administration requirements.
- **Term:** 1- and 2-year staggered terms: 1-year term for community/general public appointments, and 2-year term for community organizations. Initially, all Advisory Group appointments will be recommended by current COPTF representatives prior to official transformation, with official appointments approved by formal City Council action. All subsequent appointments are subject to City Council appointment only.
- **Application:** A formal application for the Advisory Group must be completed for formal consideration and for annual renewal of Advisory Group members (see Attachment).
- **Department/Staff Liaison:** Community Services Department/Recreation Division staff for contract and program administration. Staffing support services may be revised to meet City budget or operational requirements as determined by the City Manager.
- **Ralph M. Brown Act:** The Advisory Group would be subject to public noticing and open meeting requirements under Ralph M. Brown Act.

WHEREAS, the final meeting of the former COPTF occurred on Wednesday, July 25, 2018 with the intention of having current members conclude official business and providing five (5) new member recommendations of the new Advisory Group per the general guidelines adopted by Resolution. However, due to a lack of a formal quorum of the task force at our final COPTF meeting, city staff was unable to acknowledge and move forward with the applications received that evening since there were no formal recommendations by the COPTF as outlined in Resolution 2018-100.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Pablo that the process to appoint new members to the COP Advisory Group be officially and publicly opened for a period of 30 days and that said process be administered through the City Clerk's Office. The City Council would then make appointments after a formal interview process once a sufficient number of qualified candidates are identified during the approved appointment timeline.

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct, and are included herein by reference as findings.

ADOPTED this 6th day of August 2018, by the following vote:

AYES:	COUNCILMEMBERS:	Valdez, Cruz, Kinney, Morris and Calloway
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None

ATTEST:

APPROVED:

/s/ Elizabeth Pabon-Alvarado
Elizabeth Pabon-Alvarado, City Clerk

/s/ Genoveva Garcia Calloway
Genoveva Garcia Calloway, Mayor