



**Contra
Costa
County**

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: March 14, 2017

Subject: Amendments to Composition of Sustainability Commission

RECOMMENDATION(S):

1. CREATE an additional seat on the Sustainability Commission for one member who is a resident of Contra Costa County and represents an education institution in Contra Costa County or a research institution in Contra Costa County or a neighboring County.
2. CREATE alternate seats for the representatives on the Sustainability Commission appointed by individual members of the Board of Supervisors.
3. APPROVE staggered, four-year terms of service for Sustainability Commission members, with some seats having initial two-year terms, as follows:
 - Board District representatives and alternates: terms to expire on March 31 of the year after the appointing Supervisor's term expires;
 - Business Seat #1, Community Group Seat #1 and Education/Research Seat: Initial term to expire March 31, 2021 with subsequent terms to also be four years;
 - Business Seat #2, Community Group Seat #2 and Environmental Justice Seat; Initial term to expire March 21, 2019 with subsequent terms to be four years.

FISCAL IMPACT:

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/14/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
 Candace Andersen, District II Supervisor
 Diane Burgis, District III Supervisor
 Karen Mitchoff, District IV Supervisor
 Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 14, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jody London,
 925-674-7871

cc:

None.

BACKGROUND:

On November 15, 2016, the Board of Supervisors approved the creation of a Contra Costa County Sustainability Commission. The function of the Sustainability Commission will be to:

- Provide advice to staff and the Board on successful implementation of the Climate Action Plan, including suggestions on how that work can be performed more efficiently and effectively.
- Advise the Board on opportunities to realize equity and fairness across the diverse communities of Contra Costa County in sustainability programs that support the Climate Action Plan.
- Provide suggestions to staff and the Board on how to better engage Contra Costa County residents and businesses on sustainability issues and implementation of the Climate Action Plan.

The Sustainability Commission was approved to have ten members, selected as follows:

- Five District representatives nominated by individual members of the Board of Supervisors (representatives must be a resident of that district);
- Two members representing community groups whose mission includes sustainability and/or environmental issues;
- Two members representing commercial groups or organizations whose business focuses on sustainability and/or environmental issues; and
- One member representing environmental justice issues and who lives in a disadvantaged community.

The Board directed the Ad Hoc Sustainability Committee to review applications and interview applicants to the At-Large seats and recommend candidates for those five seats. The Department of Conservation and Development advertised the opportunity to serve on the Sustainability Commission from November 28, 2016 through December 23, 2016. Applicants applied through the Clerk of the Board. 35 people applied to serve on the Sustainability Commission. 15 are eligible for seats representing community groups. Nine are eligible for seats representing business. One is eligible for the seat representing environmental justice. All applicants are eligible for appointment by the Supervisor in whose district they reside. A chart that summarizes all the applications is included as Attachment A.

In reviewing the applications, five applicants work for educational or research institutions. The Ad Hoc Sustainability Committee recommends that the Board of Supervisors create an additional seat for one member who is a resident of Contra Costa County and represents an education institution in Contra Costa County or a research institution in Contra Costa or a neighboring County. This will allow more County residents to participate in the Sustainability Commission. It also creates 11 seats, which is desirable for establishing quorum at meetings and in the event of a tie vote.

On February 21, 2017, the Ad Hoc Sustainability Committee interviewed candidates for the at-large seats. Based on the high level of interest and enthusiasm from the applicants, which is reflective of the high level of interest in sustainability issues in the county, the Ad Hoc Sustainability Committee recommends that each Supervisor appoint an alternate to the Sustainability Commission. The alternate would attend all meetings, and would serve as the District appointee if that person is not able to participate in Sustainability Commission deliberations.

The Ad Hoc Committee did not discuss term duration, but staff is recommending staggered, four-year terms, with some seats having initial two-year terms in order to maintain some continuity in membership while also reducing the frequency of recruitment. Staff recommends the following:

- Board District representatives and alternates: terms to expire on March 31 of the year after the appointing Supervisor's term expires;
- Business Seat #1, Community Group Seat #1 and Education/Research Seat: Initial term to expire March 31, 2021 with subsequent terms to also be four years;
- Business Seat #2, Community Group Seat #2 and Environmental Justice Seat: Initial term to expire March 21, 2019 with subsequent terms to be four years.

CONSEQUENCE OF NEGATIVE ACTION:

If the recommended actions are not approved, the Sustainability Commission will not have a seat for one member who works for an education or research institution, and Supervisors will not be able to appoint alternates to the Sustainability Commission.

ATTACHMENTS

Attachment A - Summary Chart of Applicants to Sustainability Commission