

**Report of the Working Group on
Setting 2018 Goals for the Advisory Committee:
Summary of Process and Proposed Recommendations**

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Background

The Advisory Committee (AC) held a brainstorming session to identify priority issues for discussion in 2018 at its October 13, 2017 meeting. The results, which are summarized in Attachment 1, include:

- Preliminary ideas to further develop into recommendations to the Governing Board;
- Proposed ways for AC members to support the Restoration Authority; and
- A list of topics for future presentations to the AC.

In addition, the AC did some initial work on developing measures for success for the Measure AA grant program, suggested changes to AC processes, and defined next steps for setting AC goals.

Working Group's Analysis and Recommendations

A small Working Group formed and met on November 13, 2017 to carry out the next steps identified at the meeting:

1. Determine what actions are being undertaken by other groups, e.g., San Francisco Bay Joint Venture committees and others, and connect interested AC members to those groups.
2. Determine what tasks are more appropriate for staff and other organizations, rather than AC, to do.
3. For remaining items that are not being done by other groups or staff, set priorities for AC tasks.
4. Recommend formation of AC Ad Hoc Subcommittees to take on specific tasks.

The Working Group reviewed the results of the brainstorming session (Attachment 1) and extracted a set of actions that had generated the most interest at the meeting and/or already had some momentum behind them.

- Developing measures of success for Measure AA grant program
- Supporting the development of a wetlands regional monitoring program
- Developing communication priorities and/or a communications strategy

- Involving disadvantaged communities
- Lending support to speed up restoration work, e.g., seeking more funding
- Holding a workshop to explain how to develop a project labor agreement
- Helping jurisdictions collaborate on adaptation to sea level rise combining Bay restoration and flood protection

The Working Group used the four steps described above to further categorize these seven actions to determine which ones should be the focus for the AC in 2018.

1. Actions Being Undertaken by Other Groups

The Working Group noted that four of the actions of interest are already being undertaken by other groups, including groups represented on the AC.

Supporting the development of a wetlands regional monitoring program. The San Francisco Estuary Partnership and the San Francisco Estuary Institute received a grant from the U.S. Environmental Protection Agency in 2017 to work on this.

Lending support to speed up restoration work, e.g., seeking more funding. Save the Bay, Silicon Valley Leadership Group, and others have engaged in supporting bond measures that would increase funding for Bay restoration. This is likely to continue in the future.

Holding a workshop to explain how to develop a project labor agreement. The San Francisco Bay Joint Venture intends to host this workshop.

Helping jurisdictions collaborate on adaptation to sea level rise combining Bay restoration and flood protection. San Francisco Estuary Institute and SPUR are working on a project to support this.

For these activities, it will be important for those AC members who are involved to update the AC on their progress over the course of the coming year. These updates may lead to agenda items at AC meetings.

2. Actions More Appropriate for Staff

The Working Group suggests that two of the actions of interest would be more appropriate for the staff than the AC to undertake.

Developing communication priorities and/or a communications strategy. The AC discussed the proposal to develop a communications strategy. The staff does not have sufficient capacity to develop a full communications strategy, but it may develop priority communications products, such as media releases and talking points to accompany the first annual report that includes a summary of grants awarded.

Involving disadvantaged communities. This is an area in which the staff is already engaged, by connecting members of community-based organization with proposed restoration projects in their areas.

3. Actions Most Appropriate for the Advisory Committee

The Working Group suggests that two of them actions are most appropriate for the AC to undertake.

Developing measures of success for the Measure AA grant program and recommending related communications products. Developing measures of success for the Measure AA grant program generated the most interest during the brainstorming session and resulted in some preliminary work to define the measures. The AC appears ready and willing to take on this action. As discussed above, the topic of communications related to the Measure AA grant program also generated a lot of interest. This action is closely related to developing measures of success, which would then need to be communicated to a range of audiences.

Recommending revisions to the RFP. In addition to the topics generated during the brainstorming session, the Working Group agreed that the AC should also consider advising the Governing Board on changes to the 2018 Project Solicitation, or request for proposals (RFP).

The Working Group recommends these two actions as the focus for AC's work in 2018.

4. Recommendations on Forming Ad Hoc Subcommittees

The Working Group recommends forming no more than two ad hoc subcommittees to lead the AC in undertaking actions. In order for an ad hoc subcommittee to form, the action needs a champion who feels strongly about the need to undertake the work and will do the majority of the work, and at least two other people who are willing to help do the work.

The Working Group recommends that, if sufficient leadership and support among AC members exists, two ad hoc subcommittees should be formed to take on those actions which are most appropriate to the AC's mission and most likely to be useful to the Governing Board, staff and the public. They are the following:

Ad Hoc Subcommittee on Developing Measures of Success. The first ad hoc subcommittee would focus on developing and recommending measures of success for Measure AA grant program. This group could also make recommendations regarding priority communications products that educate various audiences about the progress of the SFBRA using these success indicators.

Ad Hoc Subcommittee on Revisions to the RFP. The second ad hoc subcommittee would focus on developing recommendations on revisions to the RFP. Ideally, any recommended revisions to the RFP should be developed in

January and February, discussed by the AC in March, revised in April, and brought to the AC for action in May.