



MEMORANDUM

DATE: October 15, 2021

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Amy Hutzel, Acting Executive Officer
Karen McDowell, Deputy Program Manager
San Francisco Bay Restoration Authority

SUBJECT: Oversight Committee Procedural Document Update

Staff recommends that the San Francisco Bay Restoration Authority (Authority) amend the San Francisco Bay Restoration Authority Independent Citizens Oversight Committee Procedural Document (Procedural Document) to update the stipend policy, to update the requirements to appoint Independent Citizens Oversight Committee (Committee) members to a second term, and to omit details regarding initial establishment of the committee since that has been completed.

The recommended changes to the stipend policy would allow for a stipend of one hundred dollars per day for members who are low-income individuals or work for a non-profit organization that lacks adequate resources to cover their participation. These changes would be in line with the equity recommendations approved by the Authority on July 17, 2020, specifically action 2.1 to “Seek more diverse and accurate representation on Authority’s Advisory Committee and Citizen Oversight Committee and on the Governing Board.”

The recommended changes in the requirements to appoint Committee members, would allow the Authority to reappoint a member to a second term without releasing a Request of Statements of Interest (SOI) if the member’s first term was less than half of a three-year term. Given that the background and interest of the Committee member and other members in applicant pool are unlikely to change significantly during the truncated first term served, this would streamline the selection process, without having significant impacts on the quality and make-up of the Committee.

Recommendation

Staff recommends the Authority adopt Resolution 81, amending the San Francisco Bay Restoration Authority Independent Citizens Oversight Committee Procedural Document.