



**SAN FRANCISCO BAY**  
RESTORATION AUTHORITY

**San Francisco Bay Restoration Authority  
Independent Citizens Oversight Committee**

**DRAFT SUMMARY MINUTES**

**May 23, 2022, 10:00 am – 12:00 pm**

*Teleconference*

Agenda and attachments available at:  
[www.sfbayrestore.org](http://www.sfbayrestore.org)

**1. Call to Order**

Paul Jones, Chair, Independent Citizens Oversight Committee, led the meeting.

**2. Determination of Quorum**

Oversight Committee Member Attendees: Don Arnold, Nancy Cave, Jim Fiedler, Paul Jones, Doug Wallace, and Dr. Terry Young.

Catie Thow, Clerk of the Oversight Committee, determined there was quorum.

**3. Public Comment**

There were no public comments.

**4. Introductions and Announcements**

Committee members and SFBRA staff introduced themselves.

Amy Hutzal, SFBRA Executive Office, thanked all OC members for their service, in particular Paul Jones and Nancy Cave who will term out at the end of 2022.

Karen McDowell presented the SFBRA Annual Report draft and updates.

There was some discussion of SFBRA Governing Board member terms.

**5. Approval of Oversight Committee Meeting Minutes of April 18, 2022**

**Item 5:** [Draft Meeting Minutes for April 18, 2022](#)

Jim Fiedler motioned to approve the minutes and Doug Wallace seconded. There were no objections, and no abstentions. The minutes were approved unanimously.

**6. Review of the Draft Report and Recommendations to the Governing Board; and Discussion of Possible changes to letter, and finalizing the Letter and Recommendations to the Governing Board**

Paul Jones, Chair, Independent Citizens Oversight Committee

**Item 6, Attachment 1:** [Draft Report to Governing Board – Redlined](#)

**Item 6, Attachment 2: [Draft Report to Governing Board](#)**

OC members reviewed Item 6, Attachment 2 and Karen McDowell edited the document in real time to reflect committee members' comments.

Nancy Cave motioned to approve Item 6, Attachment 2 with edits made during the meeting and Dr. Terry Young seconded. There were no objections, and no abstentions. The Draft Report and Recommendations to the Governing Board was approved unanimously.

The final document will be formatted, signed by Paul Jones, posted on the website, and presented to the board.

**7. Oversight Committee Meeting Schedule and Next Steps**

Paul Jones, Chair, Independent Citizens Oversight Committee

The final Report to the Governing Board will be presented to the Board on June 24<sup>th</sup>.

There was some discussion about adding a fourth meeting to address previous items that were of concern to the OC. This may enhance efficiency at subsequent meetings and allow a more targeted approach to drafting the next report.

Regarding OC member terms, Karen McDowell explained that the West Bay and at-large seats will be open at the end of this year as both members, Nancy Cave and Paul Jones will term out at the end of 2022. Staff will hold an open call for seats in the late summer or early fall, with appointments made at the December 16<sup>th</sup> Governing Board Meeting. Those from San Francisco City & County and northern San Mateo County would be eligible for both seats, and those from Napa, Sonoma, Solano Counties and the southern portion of San Mateo County would be eligible just for the at-large seat. New OC members will go through an orientation with Karen McDowell before the first OC meeting.

Future OC meetings are likely to be hybrid with the in-person part taking place at the MTC building at 375 Beale Street in San Francisco. All OC members that will be on Zoom will have to join from a publicly available location in their representative county unless there is a legislative change.

**8. Adjourn**

Paul Jones adjourned at 11:30am.