



MEMORANDUM

DATE: October 20, 2023

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Karen McDowell, Deputy Program Manager
San Francisco Bay Restoration Authority

SUBJECT: Amendment of Oversight Committee Procedural Document

Staff recommends that the San Francisco Bay Restoration Authority (Authority) amend the Independent Citizens Oversight Committee (Oversight Committee) procedural document to update the application, selection, and resignation process and to update the stipend policy to make it consistent with the Advisory Committee stipend policy.

One of the proposed changes specifies the option of using an ad hoc subcommittee of the Governing Board to assist in the process of selecting new members to the Oversight Committee. Another proposed revision changes the process for reappointment of members seeking a second term. The suggested revision allows the Authority to reappoint a member to a second term without releasing a Request for Statements of Interest and without requiring the member to resubmit a Statement of Interest. Members could express their interest in applying for a second term via email and then staff could make a recommendation to the Governing Board for reappointment. An additional suggested change in the procedural document would allow members who are resigning to submit their resignation to the Executive Officer instead of the Governing Board.

The stipend policy was amended on October 15, 2021 and again on December 10, 2021, to add a stipend of \$100 and then to make it an opt-out policy. At the time, the Advisory Committee already had a \$100 stipend, but changed their policy to an opt-out policy, so that the two policies were similar and in line with each other and with the equity recommendations approved by the Authority on July 17, 2020, specifically action 2.1 to “Seek more diverse and accurate representation on the Authority’s Advisory Committee, and Citizens Oversight Committee and on the Governing Board.” On October 14, 2022, the Governing Board approved a change in the stipend policy for the Advisory Committee changing the stipend for attending meetings from \$100 to \$200 per meeting. The proposed change will increase the stipend for attending Oversight Committee meetings from \$100 to \$200, so that it is once again aligned with the stipend policy for the Advisory Committee.

Recommendation

Staff recommends the Authority adopt Resolution 118, approving the changes in the Oversight Committee Procedural Document as described above and as shown in the redline version, attached to the Resolution as Exhibit A.