

**ALAMEDA COUNTY**  
**LEAD POISONING PREVENTION PROGRAM**

*Serving the Cities of Alameda, Berkeley, Emeryville, and Oakland*

**2000 Embarcadero, Suite #300 • Oakland, CA 94606 • (510) 567-8282**

WWW.ACHHD.ORG

DATE: July 21, 2016

TO: Directors and Alternates  
Alameda County Lead Poisoning Prevention Program

FROM: Maricela Foster, Secretary  
Joint Powers Authority

SUBJECT: **Meeting of the Board of Directors**

The next regular meeting of the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Board of Directors is scheduled for **Thursday, July 28, 2016. The meeting will begin at 10:15 a.m., or immediately following the Administration and Finance Committee Meeting at the Alameda County Administration Building, 1221 Oak Street, 5th Floor, Board Chambers, Oakland.**

Attached is the agenda packet for the meeting. If you have any questions, please contact Lidice De La Fuente at (510) 567-8291.

**Please note: Change in meeting location.**

Thank you.

Attachments

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM  
JOINT POWERS AUTHORITY

AGENDA

**General Board Meeting**

**July 28, 2016**

**10:15 a.m. or immediately following the Administration and Finance Committee Meeting**

Alameda County Administration Building  
1221 Oak Street, 5th Floor, Board Chambers  
Oakland, California

NOTICE: All meetings of the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Board of Directors are open to the public. Those wishing to address the Board of Directors on items not on the agenda may do so during the open forum section of the meeting.

- 1) **Open Forum** (Discussion)  
Directors, alternates, staff, or members of the public may address the Board of Directors regarding items not on the agenda. The Board will listen to matters presented but may not take action on these items.
- 2) **Director's Report** (Discussion)
- 3) **Approval of Minutes (June 23, 2016)** (Action) Pg. 1
- 4) **Program Operations Committee**
  - a) **Minutes (June 23, 2016)** (Information) Pg. 3
- 5) **Administration and Finance Committee**
  - a) **Minutes (June 23, 2016)** (Information) Pg. 5
- 6) **Announcements by Board Directors** (Information)

**Material related to an item on this Agenda, including those submitted to the Board of Directors after distribution of the agenda packet are available for public inspection at the Alameda County Healthy Homes Department office during normal business hours.**

**Agendas are available on the Department's website at [www.achhd.org](http://www.achhd.org)**

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM

**JOINT POWERS AUTHORITY  
MEETING MINUTES**

June 23, 2016

**Attendance:**

**Voting Directors:** Ruth Atkin, Emeryville; Desley Brooks, Oakland

**Non-Voting Directors:** Gwen Hardy, Community Representative

**Alternates:** Marilyn Ezzy Ashcraft, Alameda; Sarah Oddie, County of Alameda

**Staff:** Maricela Foster, Larry Brooks, Lidice De La Fuente, April Williamson

**Others:**

**Absent:** Max Anderson, Berkeley

The meeting was called to order at 9:46 A.M.

1) **Open Forum**

No public comment.

2) **Goals and Objective for Fiscal Year 2016-2017**

Maricela Foster introduced the Department's Goals and Objectives for Fiscal Year 2016-2017, noting that this year's document is reformatted and goals have been consolidated into three overarching goals; **Public Outreach, Healthy Housing Assessments and Interventions and Cooperative Compliance**. Ms. Foster and Mr. Brooks reviewed the goals and objectives for the year providing a summary of changes that include the incorporation of lead assessments into all home site visits regardless of port of entry as a primary prevention strategy and staff will continue to conduct traditional outreach strategies.

**Action:** The Board approved the Goals and Objectives for Fiscal Year 206-2017.

**Moved:** Desley Brooks      **Seconded:** Marilyn Ezzy Ashcraft      **Ayes:** 3

3) **Budget for Fiscal Year 2016-2017**

April Williamson, Finance Manager, presented the Department's Budget for Fiscal Year 2016-2017 focusing on the budget for CSA and noting that total revenue is stable representing a small decrease from the prior fiscal year. Ms. Williamson stated that discretionary items included funding for a fund development consultant to assist with researching grant opportunities; a training consultant to assist with the Department's trainings; and, temporary staffing. Ms. Williamson stated that outreach and education is seen in the staffing and that fifty percent of staff is field staff. Ms. Williamson also reminded the Board of the renewed building lease, which the Department staff presented to the Board in May 2016. Lastly, Ms. Williamson stated that the salaries and benefits of staff have increased four percent from last year, due to a new contract with SEIU. Director Atkin asked whether the Department has a long range plan for diversify its portfolio. Ms. Foster informed the Board that portfolio diversification is one the top priorities for the Department's sustainability plan.

Ms. Williamson provided information on the budget process stating that the budget is reviewed and approved at many levels within the County including at the Alameda County Board of Supervisors. Ms. Williamson noted that the County's final budget deliberations will be conducted on June 24, 2016 with final adoption by June 30, 2016.

**Action:** The Board approved the Budget for Fiscal Year 2016-2017.

**Moved:** Desley Brooks      **Seconded:** Marilyn Ezzy Ashcraft      **Ayes:** 3

- 4) **Approval of Minutes (May 26, 2016)**  
**Action:** The Board approved the meeting minutes for the May 26, 2016 Board meeting.  
**Moved:** Desley Brooks      **Seconded:** Ruth Atkin      **Abstained:** Marilyn Ezzy Ashcraft  
**Ayes:** 2
  
- 5) **Program Operations Committee**
  - a) **Minutes (May 26, 2016)**  
There were no questions or comments on the meeting minutes.
  
- 6) **Administration and Finance Committee**
  - a) **Minutes (May 26, 2016)**  
There were no questions or comments on the meeting minutes.
  
- 7) **Announcements by Board Directors**  
There were no announcements by Board Directors

Meeting adjourned at 10:20 A.M.

PROGRAM OPERATIONS COMMITTEE  
MEETING MINUTES

June 23, 2016

**Attendance:**

**Voting Directors:** Ruth Atkin, Emeryville; Desley Brooks, Oakland

**Non-Voting Directors:** Gwen Hardy, Community Representative

**Alternates:** Marilyn Ezzy Ashcraft, Alameda; Sarah Oddie, County of Alameda

**Staff:** Maricela Foster, Larry Brooks, Lidice De La Fuente, April Williamson

**Others:**

**Absent:** Max Anderson, Berkeley

Director Ruth Atkin chaired the meeting at 9:19 A.M.

1) **Open Forum**

No public comment.

2) **Director's Report**

Larry Brooks, introduced the Community Development Agency's Web Access Report for the month of May 2016, highlighting the number of times that Department websites are visited. Mr. Brooks stated that according to the report the Department's What's New Page was visited a total of 984 times and viewed 1,133 in May 2016. The Department's page was ranked number two on the list for the entire Agency for pages with the most hits.

Mr. Brooks also informed the Board that the Department participates on the Byrne Grant Engine Team, a grant initiative led by the Alameda County Sheriff's Office with support from the Alameda County Board of Supervisor Nate Miley's Office. Mr. Brooks stated that beginning July 1, 2016, a community event series, Eden Night Live, will be taking place each Friday and Saturday evening at the intersection of Hampton Road and Mission Blvd., in the Cherryland Area of Hayward. These series will showcase local entrepreneurs, artisans, performers, and community-based organizations. Mr. Brooks stated this is one of the ways in which the Department is partnering to increase economic development, social cohesion, and public safety in the Unincorporated Area.

Maricela Foster stated that with the assistance of Alameda County Board Supervisor Wilma Chan's Office the Alameda County Board of Supervisors will proclaim National Healthy Homes Month on their June 28<sup>th</sup>, 2016 Board meeting. Ms. Foster stated that this is the first ever month-long celebration offering an opportunity to learn more about housing and its impact on health. A video was played, developed by the U.S. Department of Housing and Urban Development highlighting Secretary, Julian Castro proclaiming June as National Healthy Homes Month.

3) **Third Quarterly Report FY 15/16**

Mr. Brooks highlighted two Oakland events; Safe Kids Day 2016 where over 1,500 people learned about Department services and the School's Out Resource Fair at Arroyo Viejo Park where approximately 600 children were served. Other highlights mentioned were the Department providing 193 children with one of two types of promotion services, case management or lead poisoning consultations. Mr. Brooks informed the Board of the Department challenges for the quarter, which included a decrease in Lead cases occurring both at the local and national level. Due to the decrease in lead cases the Department is in the

process of reevaluating intervention and outreach strategies by creating a proactive housing assessments for the identification of lead poisoned and lead exposed children. Additionally, challenges identified in the third quarter were the inability to schedule workforce trainings with key partners such as Laney College. Mr. Brooks stated that the Board will see an increase in trainings in the fourth quarter report due to the Mold Workshop held in April and the U. S. Environmental Protection Agency's Renovate, Repair and Paint Rule initial training held in May 2016.

4) **Public Awareness and Education Report**

Lidice De La Fuente reported on the outreach activities conducted in the month of April 2016 stating that staff conducted presentations at two Neighborhood Crime Prevention Council meetings in the San Antonio and Eastmont Districts in Oakland and at Eastmont WIC, where WIC staff will distribute the California State Department of Public Health's materials to encourage blood lead testing and HUD Lead Hazard Control materials to their clients who met the criteria.

Ms. De La Fuente also highlighted an increase in the number of In-Home Consultations conducted in the cities of Oakland and Berkeley adding that staff anticipates meeting the goal for the fiscal year. Ms. De La Fuente stated that the reason for this increase in In-Home Consultations is due to the warm weather and property owners gearing up for conducting home repair and gardening projects. Director Marilyn Ezzy Ashcraft asked about the Department's outreach strategies in the City of Alameda. Mr. Brooks stated that the Department partners with multiple agencies in the City of Alameda including the Alameda Housing Authority for outreach to property owners.

5) **Announcements by Board Directors**

There were no announcements by Board Directors.

Meeting adjourned at 9:30 A.M.

ADMINISTRATION AND FINANCE COMMITTEE  
MEETING MINUTES

June 23, 2016

**Attendance:**

**Voting Directors:** Ruth Atkin, Emeryville; Desley Brooks, Oakland

**Non-Voting Directors:** Gwen Hardy, Community Representative

**Alternates:** Marilyn Ezzy Ashcraft, Alameda; Sarah Oddie, County of Alameda

**Staff:** Maricela Foster, Larry Brooks, Lidice De La Fuente, April Williamson

**Others:**

**Absent:** Max Anderson, Berkeley

The meeting was called to order at 9:32 A.M.

1) **Open Forum**

No public comment.

2) **Director's Report**

Ms. Foster reminded Directors that on May 23, 2016, the Healthy Homes Department presented two projects to the Alameda County Health Committee for Measure A funding for the Fixing to Stay and Group Living Facilities projects scheduled for the July 12, 2016. Ms. Foster stated that the Fixing to Stay Project will partner with Alameda County's Public Health Department to address housing conditions of older adults. The Group Living Facilities Project will partner with the "Strike Team" to improve housing conditions in partnership with Health Care Services Agency. The Department anticipates starting the projects in mid-July 2016.

Ms. Foster announced the Department has a clerical non-benefited employment opportunity, in partnership with the hiring contractor, Prescott Joseph Center for Community Enhancement, Inc., for a Healthy Homes Administrative Support position for a 12 month assignment. Hard copies of the job announcements were made available at the meeting.

Ms. Foster indicated that Larry Brooks and Dale Hagen attended the National Center for Healthy Housing Conference in San Antonio, Texas from June 13 through June 16, 2016. Mr. Brooks stated that at the Conference, the California Healthy Housing Coalition, which the Department is an active participant were awarded with the HUD's Secretary's Award. Directors Marilyn Ezzy Ashcraft and Ruth Atkin praised the Department for the award.

3) **Announcements by Board Directors**

There were no announcements by Board Directors.

Meeting adjourned at 9:45 A.M.