

**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.ACLPPP.ORG

Date: January 18, 2008

TO: Directors and Alternates  
Alameda County Lead Poisoning Prevention Program

FROM: Mark Allen, 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, January 24, 2008. The meeting will begin at 9:45a.m. in Room 220E, 1221 Oak Street, Oakland.** Attached is the agenda packet for the meeting.

Please confirm your attendance with Mable Smith at (510) 567-8239.

Thank you.

Attachments

---

Hon. Henry Chang, Jr., City of Oakland • Chairperson, Hon. Ken Bukowski, City of Emeryville  
Hon. Alice Lai-Bitker, Alameda County • Gwen Hardy, Community Representative • Hon. Beverly Johnson, City of Alameda  
Hon. Betty Olds, City of Berkeley

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM  
JOINT POWERS AUTHORITY

**A G E N D A**

January 24, 2008

9:45 a.m.

1221 Oak Street, Room 220E  
Oakland, California

NOTICE: All meetings of the Alameda County Lead Abatement 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**
- 3) **Approval of Minutes (November 8, 2007, December 13, 2007)** (Action) p.
- 4) **Program Operations Committee**
  - a) **Minutes (November 8, 2007, December 13, 2007, January 10, 2008)** (Information) p.
  - b) **Health and Housing Services Report** (Discussion) p.  
Monthly presentation of the program's housing, primary prevention, blood lead screening, case management, outreach and education activities.
- 5) **Administration and Finance Committee**
  - a) **Minutes (November 8, 2007, December 13, 2007, January 10, 2008)** (Information) p.
- 6) **Announcements by Board Members** (Information)

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

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM  
**JOINT POWERS AUTHORITY**  
**MEETING MINUTES**  
November 8, 2007

**Attendance:**

**Voting Directors:** Henry Chang, Ken, Bukowski, Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:**

**Staff:** Mark Allen, Barbara Arriaga, Maricela Narvaez-Foster

**Others:**

**Absent:**

The meeting was called to order at 2:10 p.m.

1) **Open Forum**

No public comment.

2) **Director's Report**

Mr. Allen informed the JPA Board of Directors that the Bay Area Coalition of Lead Leaders, comprised of 11 Counties of which nine are in the Bay Area, held a press conference to provide parents with guidance on shopping for safe toys during the holiday season (see attached) on November 7, 2007. He circulated a press packet for the Board to review.

3) **Strategic Planning Meeting**

Mr. Allen gave a PowerPoint presentation to the JPA Board of Directors. The points highlighted, and comments from the Board, are attached to the minutes. The complete PowerPoint presentation is available upon request.

4) **Approval of Minutes (October 25, 2007)**

**Action:** The Board approved the minutes for October 25, 2007.

**Moved:** Ms. Olds **Seconded:** Mr. Chang **Ayes** 4

5) **Program Operations Committee**

a) **Health and Housing Services Report**

Mr. Allen reviewed the Health and Housing Services Report. There were no questions regarding this report.

b) **First Quarter Report Fiscal Year 2007-08**

Mr. Allen reviewed the first quarter report for Fiscal Year 2007-08. There were no questions regarding this report.

6) **Administration and Finance Committee**

7) **Announcements by Board Members**

None.

Meeting adjourned at 4 p.m.

PROGRAM OPERATIONS COMMITTEE

MEETING MINUTES

November 8, 2007

**Attendance:**

**Voting Directors:** Henry Chang, Ken, Bukowski, Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:**

**Staff:** Mark Allen, Barbara Arriaga, Maricela Narvaez-Foster

**Others:**

**Absent:**

- 1) **Open Forum**  
No public comment.
- 2) **Director's Report**  
Deferred until the General meeting.
- 3) **Health and Housing Services Report**  
Mr. Allen and the JPA Board Members reviewed the Health and Housing Services Report.  
There were no questions regarding these reports.

Meeting adjourned at 2:05 p.m.

ADMINISTRATION AND FINANCE COMMITTEE

MEETING MINUTES

November 8, 2007

**Attendance:**

**Voting Directors:** Henry Chang, Ken, Bukowski, Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:**

**Staff:** Mark Allen, Barbara Arriaga, Maricela Narvaez-Foster

**Others:**

**Absent:**

- 1) **Open Forum**  
No public comment.
- 2) **Director's Report**  
Deferred until the General meeting.

Meeting adjourned at 2:07 p.m.

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM

**JOINT POWERS AUTHORITY  
MEETING MINUTES**

December 13, 2007

**Attendance:**

**Voting Directors:** Ken, Bukowski, Henry Chang, Jr., Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:** Nancy Templeton

**Staff:** Mark Allen, Paul da Silva, Dale Hagen, Dennis Jordan, Maricela Narvaez-Foster, Julie Twichell,  
April Williamson

**Others:**

**Absent:**

The meeting was called to order at 12:55 p.m.

1) **Open Forum**

No public comment.

2) **Director's Report**

Mr. Allen informed the JPA Board of Directors that he was notified by County Counsel that the first draft of the Memorandum of Understanding (MOU) between the JPA Board and the County of Alameda was ready for the JPA Board of Directors' review. He said that County Counsel has reviewed his comments and was ready to send a draft copy of the MOU to either the JPA Board of Directors or to their respective city counsels. Mr. Allen inquired as to the Board's preference. The JPA Board of Directors agreed to revisit this topic during a Board meeting in January 2008.

3) **Program Operations Committee**

a) **Minutes (November 8, 2007)**

b) **Health and Housing Services Report**

Mr. Allen reviewed the Health and Housing Services Report. There were no questions regarding this report.

4) **Administration and Finance Committee**

a) **Minutes (November 8, 2007)**

5) **Announcements by Board Members**

Meeting adjourned at 1:15 p.m.

## PROGRAM OPERATIONS COMMITTEE

### MEETING MINUTES

December 13, 2007

**Attendance:**

**Voting Directors:** Ken, Bukowski, Henry Chang, Jr., Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:** Nancy Templeton

**Staff:** Mark Allen, Paul da Silva, Dale Hagen, Dennis Jordan, Maricela Narvaez-Foster, Julie Twichell, April Williamson

**Others:**

**Absent:**

1) **Open Forum**

No public comment.

2) **Director's Report**

Mr. Allen expressed his gratitude to all the JPA Board of Directors for their support and contribution to the Program during 2007. Mr. Bukowski thanked Mr. Allen for the Program's wonderful work. He also inquired on the possibility of incorporating the City of Albany into the County Service Area. Mr. Allen said that he has a meeting scheduled with the City of Albany's Community Development Director, Ann Chaney, in the upcoming month.

Mr. Allen informed the JPA Board of Directors of the following:

- The Program has been a training partner with the National Center for Healthy Homes (NCHH) for the almost two years. Recently, the NCHH contacted the Program to pilot a Centers for Disease Control and Prevention-funded training program with a Public Housing Authority. The ACLPPP was one of 10 entities nationally asked by the NCHH to help pilot an approach to integrated pest management in public housing. Program staff has met with Oakland Housing Authority staff and reached agreement on participating in such a pilot project.
- The California State Department of Public Health's Childhood Lead Poisoning Prevention Branch featured the Lead Program in its "County to County" quarterly newsletter. This newsletter is distributed to all 52 lead programs throughout the state.
- Program staff will be utilizing the City of Oakland's Business Tax rolls to provide an informational insert on Program services to 21,200 Oakland property owners. This is the first time the Program has endeavored to access property owners in this manner. Staff will report back to the Board of the response. Mr. Bukowski requested a copy of the lead-safe landlord booklet.
- Mr. Allen introduced Ms. Narvaez-Foster, Program Operations Director and the Regional Administrator of the Bay Area Get the Lead Out Coalition. She said as a result of the Coalition's "Get the Lead Out" San Francisco press conference on November 7, 2007, Marin County representatives asked the coalition to conduct a press briefing and parent information forum in Marin County.

- Ms. Narvaez-Foster and other representatives of local Bay Area Lead programs were joined by a member of the Marin County Board of Supervisors and the directors of both the County's Public Health Department and First Five Program in addressing the lead issue during the December event. Some 30 people participated in the almost two hour question and answer session, which was covered by Channel 7 television. Ms. Narvaez-Foster added, the coalition's "Tips for a Lead-Safe Holiday," handout was well received. The "Tips," were provided in English, Spanish and Chinese to parents looking for alternative gift ideas during the holiday season.
- Ms. Hardy asked if lead check swabs can be used to detect lead in toys. Ms. Twichell said that the swabs cannot correctly indicate whether a toy has lead as lead is usually under the surface.

4) **Health and Housing Services Report**

Mr. Allen and the JPA Board Members reviewed the Health and Housing Services Report. There were no questions regarding these reports.

Meeting adjourned at 12:55 p.m.



ADMINISTRATION AND FINANCE COMMITTEE

**MEETING MINUTES**

December 13, 2007

**Attendance:**

**Voting Directors:** Ken, Bukowski, Henry Chang, Jr., Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:** Nancy Templeton

**Staff:** Mark Allen, Paul da Silva, Dale Hagen, Dennis Jordan, Maricela Narvaez-Foster, Julie Twichell,  
April Williamson

**Others:**

**Absent:**

- 1) **Open Forum**  
No public comment.
- 2) **Director's Report**  
None.

Meeting adjourned at 12:55 p.m.

## PROGRAM OPERATIONS COMMITTEE

### MEETING MINUTES

January 10, 2007

**Attendance:**

**Voting Directors:** Ken, Bukowski, Jr., Beverly Johnson, Betty Olds

**Non-Voting Directors:** Gwen Hardy

**Alternates:** Rubén Briones, Clara Garzón, Nancy Templeton

**Staff:** Mark Allen, Paul da Silva

**Others:**

**Absent:** Henry Chang

1) **Open Forum**

No public comment.

2) **Director's Report**

Mr. Allen informed the JPA Board of Directors that yesterday, January 9, 2008, he participated in a very productive meeting with the Alameda Mayor Johnson, County of Alameda County Supervisor Alice Lai-Bitker, Doreen Soto, and Miriam Miriam Delagrange Alameda's Business Development Division Manager and Manager, respectively. Mr. Allen said the meeting, designed to help develop and tailor Program activities and outreach strategies in Alameda, was very productive. He expressed his appreciation to both Mayor Johnson and Supervisor Lai-Bitker for being available. He added staff was attempting to schedule similar meetings for the other three CSA cities. Mayor Johnson concurred that the meeting was valuable.

Mr. Allen said a meeting is scheduled, January 16, 2008, with the City of Albany's Community Development Director, Ann Chaney, along with the Planning and Building Manager, the Building Inspector, the Associate Planner and Planning Technician. He said he will introduce the Program and the services it provides and discuss a closer working relationship, including possible assistance with unsafe work practices complaints.

Mr. Allen circulated the ACLPPP medical provider newsletter, and asked Mr. da Silva to give the particulars of its development. Mr. da Silva said the newsletter was produced to both inform medical providers of the latest Centers for Disease Control and Prevention's recommendations for children with blood lead levels between 5 and 9 mcg/dL and to reinforce the importance of timely lead screening of young children. Mr. Allen added this newsletter came about in collaboration with the agencies listed on page 2.

Mr. da Silva circulated the JPA Board of Directors' proposed 2008 meeting schedule. He asked each Board member to confirm his/her availability on the dates proposed. In particular, Mr. da Silva called the Board's attention to the months of November and December, as all three meetings will be held on one day in those months, due to conflict with County holidays. He asked the Directors to review the calendar so that the Board can make its final determination on the meeting schedule at its January 24 meeting.

Ms. Hardy inquired on the status of the Memorandum of Understanding between the Joint Powers Authority and the County of Alameda. Mr. Allen said because Mayor Johnson will not be present at the meeting of January 24, 2007, he would like to postpone this discussion until the following JPA General Board meeting on February 28, 2008. The Board of Directors agreed.

3) **Health and Housing Services Report**

Mr. Allen and the JPA Board Members reviewed the Health and Housing Services Report. There were no questions regarding these reports.

Meeting adjourned at 9:55 p.m.

ADMINISTRATION AND FINANCE COMMITTEE

**MEETING MINUTES**

January 10, 2007

**Attendance:**

**Voting Directors:** Ken, Bukowski, Jr., Beverly Johnson, Betty Olds

**Non-Voting Directors:** Alice Lai-Bitker, Gwen Hardy

**Alternates:** Rubén Briones, Clara Garzón, Nancy Templeton

**Staff:** Mark Allen, Paul da Silva

**Others:**

**Absent:** Henry Chang

1) **Open Forum**

No public comment.

2) **Director's Report**

None.

3) **Calculation of CSA Service Fee**

Mr. Allen referred to the staff report regarding the calculation of County Service Area (CSA) fees attached to the JPA packet. He said he was providing this information as Vice-Mayor Chang had requested to review the language that defined who was charged the service fee in the CSA. He said the document was for information only and required no action.

Meeting adjourned at 10: 15 p.m.