

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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RMCP Committee Meeting Notice

Resource Management and Climate Protection Committee (RMCP)

Meeting Location:

155 Bovet Rd. - Ground Floor Conference Room
San Mateo CA, 94402

Date: Wednesday, September 20, 2023 **Time:** 3:00 p.m.

*****HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE*****

This meeting of the Resource Management and Climate Protection Committee will be held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the location above. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

Join by Zoom:

<https://us02web.zoom.us/j/81592976513?pwd=cExkVkl6d3N4ZzIjBTJiViZlJTdzJlZz09>

Meeting ID: **815 9297 6513**

Password: **510953**

Join by Phone:

Call in Number: **(669) 900-6833**

Meeting ID: **815 9297 6513**

Find your local number: <https://us02web.zoom.us/u/kbevDz6xDd>

Persons who wish to address the RMCP Committee on an item to be considered at this meeting, or on items not on this agenda, are asked to submit written comments to kspringer@smcgov.org. Spoken public comments will also be accepted during the meeting through Zoom. Please see instructions for written and spoken public comments at the end of this agenda.

AGENDA

1. Roll Call and Introductions, including welcoming members recently appointed by the C/CAG Board to the RMCP Committee.
2. Public Comments on items not on the agenda.
3. Approval of minutes of the May 17, 2023, June 21, 2023, and August 16, 2023 RMCP Committee meetings. (Kim Springer, Committee Staff) Action
4. Information only: BAWSCA Water Supply report. No presentation
(Provided by BAWSCA, Tom Francis)
5. Update on Committee roster and recruitment. Information/Discussion
(Kim Springer, Committee Staff)
6. Presentation on Bay Area Regional Energy Network Multifamily Building Enhancement program. Information/Discussion
(Chris Hunter, BayREN StopWaste)
7. Presentation on C/CAG Equity Assessment and Framework Development Project and review of proposed actions for comment. Information/Discussion
(Kim Springer, Committee Staff)
8. Committee Member Updates
9. Next Scheduled Meeting Date: October 18, 2023

PUBLIC NOTICING: All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Courtyard, 555 County Center, Redwood City, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>. Please note that C/CAG's office is temporarily closed to the public; please contact Mima Crume at (650) 599-1406 to arrange for inspection of public records.

ADA REQUESTS: Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mima Crume at (650) 599-1406 or mcrume@smcgov.org by 10:00 a.m. prior to the meeting date.

PUBLIC PARTICIPATION DURING HYBRID MEETINGS: During hybrid meetings of the C/CAG Board, members of the public may address the Board as follows:

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to kspringer@smcgov.org with the Subject line "RMCP Meeting Comment".
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the RMCP Committee members, made publicly available on the C/CAG website along with the agenda. Emails received less than 2 hours before the meeting will be provided to the C/CAG Board members and included in the administrative record of the meeting as soon as practicable.

Spoken comments will be accepted during the meeting in person and through Zoom. Public comments will be taken first by speakers in person followed by via Zoom. Please read the following instructions carefully:

***In-person participation:**

1. If you wish to speak to the Board, please fill out a speaker's slip located on the 2nd floor auditorium side table against the wall. If you have anything that you wish distributed to the Board and included in the official record, please hand it to the C/CAG Clerk who will distribute the information to the Board members and staff.

***Remote participation:**

1. The C/CAG Board meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the C/CAG Clerk or Chair call for the item on which you wish to speak, click on "raise hand." The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak. If calling in via phone, press *9 to raise your hand and when called upon press *6 to unmute.
5. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff:

Executive Director: Sean Charpentier scharpentier@smcgov.org

RMCP Committee Staff: Kim Springer kspringer@smcgov.org

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Draft Meeting Minutes of the

Resource Management and Climate Protection Committee (RMCP)
155 Bovet Rd. - Ground Floor Conference Room
San Mateo CA, 94402
Date: Wednesday, May 17, 2023 Time: 3:00 p.m.

Committee Members in Attendance:

Donna Colson – Burlingame (Chair)
Tom Francis – BAWSCA (Vice Chair)
Gina Papan – Millbrae
Sue Beckmeyer - Pacifica
Rick DeGolia - Atherton
Jeff Smith – Sares Regis Group
Christine Kohl-Zaugg – Sustainable San Mateo County
Alex Fernandez – Filoli

Committee Members not in Attendance

Dave Pine – County of San Mateo
Ortensia Lopez - El Concilio
Bill Chiang - PG&E

Additional Attendees

Kim Springer – C/CAG
Sean Charpentier – C/CAG
Charles Schwab – Pacifica Public
Drew – Public
Juan Buitrago – CAISO
Scott D'Ambrosio – Energy Toolbase
Ari Gold Parker – E3 Consulting

Note: All presentations for this meeting have been posted on the C/CAG RMCP Committee website:
<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

Meeting was called to order at 3:07 P.M.

1. Roll Call and Introductions

Item 3

Committee staff completed Roll Call and a quorum of six members was achieved. The quorum increased to eight (after the action item) upon the arrival of Rick Degolia and Alex Fernandez.

2. Public Comments on items not on the agenda

There were no public comments.

3. Approval of minutes of the February 15, 2023 and March 15, 2023 RMCP Committee meetings.

Member Papan motioned approval, seconded by Member Smith. A vote was taken, and the minutes passed unanimously with no abstentions. (6,0,0)

4. Update on Committee roster and recruitment.

Staff provided an update on the two vacant elected official seat on the RMCP Committee, that a recruitment letter has been sent out to the elected officials countywide and suggested that Committee members consider supporting recruiting effort. Committee members discussed the possibility of alternates or staff of supervisors as Committee members. However, it would require an update to the C/CAG's authorizing resolution.

5. Information only: BAWSCA Water Supply report.

No presentation

Committee members briefly discussed the inclusion of this new report included in the packet, and to be included in future packets when BAWSCA is not presenting specifically on the water supply and drought conditions. Member Francis provided a brief overview of the report and other comments on the snowpack, weather, and drought.

6. Presentation on Net Energy Metering and the impact on cost and payback of NEM2 verses NEM3.

Vice President of Sales for Energy Toolbase, Scott D'Ambrosio, provided a presentation on the Energy Toolbase offerings and the tool itself, which allowed a comparison between the two Net Energy Metering (NEM) programs, now that NEM2 has retired and NEM3 has begun, in terms of a tariff for solar and, more and more, battery storage, behind the meter.

Committee members discussed various aspects of the presentation, including: whether residential installers are suggesting homeowners install energy storage under NEM3, availability of batteries, and the future of battery development and pricing.

7. Presentation on the role of the California Independent System Operator and challenges to the grid in the electrification transition.

Juan Buitrago, from CAISO provided a presentation on CAISO's role vision and strategy, relationships with other State agencies and potential challenges to the grid through the transition. CAISO is "nonprofit, private benefit corporation that maintains the constant and reliable flow of electricity for the health, safety and welfare of consumers." CAISO is one of 9 ISOs in the Western Region of the US, and one of 38 Balancing Authorities in the State of California. CAISO maintains a platform for the buying and selling of electricity. CAISO is guided by the long-term planning of the CEC and CPUC, in terms of reducing GHG emissions and meeting renewable portfolio targets.

The Committee discussed various topics, including: how hydroelectric plays into CAISO's goal for supply and storage, how CAISO interacts with other agencies and the process for vetting policies, redundancies for events such as earthquakes and severe weather, whether planning is sufficient for the grid transition, the response to fires and grid vulnerabilities, and a possible field trip to CAISO in Folsom to take a tour.

8. Presentation on California's electric grid reliability planning and Bay Area Air Quality Management District Zero NOx rules and electric grid infrastructure impacts.

Ari Gold-Parker, Associate Director at E3 Consulting, provided a presentation on some of the work E3 has done for the CPUC and the BAAQMD, and a perspective from his work with State agencies on how electrification is being addressed in terms of grid and resource planning. There are two different reliability areas that needs to be considered: bulk system outages such as rolling blackout stemming from the larger CA grid, and local distribution outages stemming from safety or distribution system damage. System planning focuses on preventing bulk system outages. Mr. Gold-Parker also shared that no system is perfectly reliable, but that they are engineered to a reliability standard. Bulk power systems are generally engineered to one failure in ten years, which the CA bulk system meets.

The Committee discussed the following topics during the presentation: the need for communicating the concepts presented to the public, concerns about the delay of interconnection and grid infrastructure upgrades, concerns of workforce and appliance supply capacity for electrification, concerns of elected officials, the direction of equity efforts, and needed investments to reach electrification goals.

9. Committee Member Updates

Member Francis mentioned a tour that will go to Silicon Valley Clean Water, the Google Campus, and then Valley Water, all focused on recycled water. Francis will provide info to staff to share with the Committee.

10. Next Scheduled Meeting Date: June 21, 2023

Meeting adjourned at 5:15 P.M.

Note: All presentations are posted on the C/CAG RMCP Website at:

<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

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Draft Meeting Minutes of the

Resource Management and Climate Protection Committee (RMCP)
155 Bovet Rd. - Ground Floor Conference Room
San Mateo CA, 94402
Date: Wednesday, June 21, 2023 Time: 3:00 p.m.

Committee Members in Attendance:

Donna Colson – Burlingame (Chair)
Tom Francis – BAWSCA (Vice Chair)
Gina Papan – Millbrae
Sue Beckmeyer - Pacifica
Christine Kohl-Zaugg – Sustainable San Mateo County
Alex Fernandez – Filoli

Committee Members not in Attendance

Dave Pine – County of San Mateo
Ortensia Lopez - El Concilio
Bill Chiang - PG&E
Rick DeGolia - Atherton
Jeff Smith – Sares Regis Group – remotely under 2449
Kaia Aiken – City of Redwood City
Mary Hufty – Town of Portola Valley

Additional Attendees

Kim Springer – C/CAG
Sean Charpentier – C/CAG
Peter Dreckmeier – Tuolumne River Trust
Sergio Ramirez - West Bay Sanitary District
Jed Beyer – West Bay Sanitary District
Nicole Sandkula - BAWSCA
Carl Schwab – Pacifica Public
Drew – Public

Note: All presentations for this meeting have been posted on the C/CAG RMCP Committee website:
<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

Meeting was called to order at 3:08 P.M.

1. Roll Call and Introductions

Committee staff completed Roll Call and a quorum of six members was achieved, which included one Member participating remotely.

2. Public Comments on items not on the agenda

There were no public comments.

3. Approval of minutes of the May 17, 2023 Committee meeting.

Continued due to lack of quorum.

4. Information only: BAWSCA Water Supply report.

No presentation

Member, Tom Francis gave a brief overview of the included report.

5. Presentation on the Tuolumne River ecosystem, water rights, and a non-governmental organization's assessment of how to balance water supply with Bay-Delta ecosystem needs.

Peter Dreckmeier, Policy Director of the Tuolumne River Trust, provided a presentation for the Committee on the Tuolumne River and issues surrounding the San Francisco Bay Delta, wildlife in the ecosystem, including Salmon, and the natural fertilization of the ecosystem. The challenge, overall, has the change in the flow through the ecosystem from a moving river to a slower stream, which affects the water temperature and the ability of Salmon to reproduce and survive their journey up and down stream. In general, Dreckmeier worked to make the case that the SFPUC has designed for drought too conservatively, at the expense of the ecosystem.

Committee members discussed the needs for water for housing, the fact that there is current litigation and its potential status, C/CAG's lack of role in work related the Bay Delta Plan, clarifications on the analysis, and what BAWSCA's role is.

The Committee discussed waiting to hear the outcome of the litigation as a next opportunity to understand what's reported out by

6. Presentation on Bay Area Water Supply and Conservation Agency Water Reliability Roundtable outcomes and final report.

Tom Francis, BAWSCA Water Manager, provided an overview of the work at the Committee leading up to the Water Reliability Roundtable series of four workshop meetings, what was included in the workshops, the final Roundtable project product, and potential "one-water" projects. The list of potable water savings opportunities was significant, as is their cumulative water saving potential, which was 21-40 million gallons per day annually.

Francis also clarified the various agencies and other participants, and that BAWSCA intends to continue these workshop meetings. The presentation also provided a map of proposed projects and in their status in terms of progress.

Francis provided responses to Committee member questions related to how the saving could relate to SFPUC water supply use, and how soon some of the projects could come online. Staff clarified that the Committee-reviewed Laundry to Landscape project proposal was submitted as one of the projects in the study.

7. Presentation on West Bay Sanitary District water recycling project supplying Sharon Height Golf Course.

Item 3

Sergio Ramirez, General Manager, and Jed Beyer, Water Quality Manager at West Bay Sanitary District provided a presentation on the Sharon Heights Recycled Water project, which was presented to the Committee back in 2020, before the pandemic. This presentation is an update to that first presentation now that the facility has been operational for a few years.

The presentation included information about the facility and improvements being made at the golf course for additional storage, information about the public-private partnership, and some videos of the facility.

The Committee asked questions related to expansion to Stanford Linear Accelerator Center for cooling water, lease agreements with the golf course for the land the facility is sited on, cost per acre foot for this kind of project, and how much of the golf course's water needs are fulfilled by the plant.

Member Colson mentioned discussions with OneShoreline on a similar concept for other golf courses in San Mateo County, which would include stormwater runoff. Colson asked staff to help coordinate a discussion.

8. Committee Member Updates

Member Christine Zaugg shared that she was retiring from Sustainable San Mateo County and leaving the RMCP Committee.

9. Next Scheduled Meeting Date: August 16, 2023 (July meeting is to be canceled)

Meeting adjourned at 5:17 P.M.

Note: All presentations are posted on the C/CAG RMCP Website at:

<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

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Draft Meeting Minutes of the

**Resource Management and Climate Protection Committee (RMCP)
155 Bovet Rd. - Ground Floor Conference Room
San Mateo CA, 94402
Date: Wednesday, August 16, 2023 Time: 3:00 p.m.**

Committee Members in Attendance:

Donna Colson – Burlingame (Chair)
Tom Francis – BAWSCA (Vice Chair)
Gina Papan – Millbrae
Alex Fernandez – Filoli
Kaia Aiken – City of Redwood City
Sue Beckmeyer - Pacifica

Committee Members not in Attendance

Dave Pine – County of San Mateo
Ortensia Lopez – El Concilio - online
Bill Chiang - PG&E
Rick DeGolia - Atherton
Jeff Smith – Ceres Regis Group - online
Mary Hufty – Town of Portola Valley - online

Additional Attendees

Kim Springer – C/CAG
Sean Charpentier – C/CAG
Davina Hurt – C/CAG Chair
Phil Villagomez – TerraVerde Energy
Susan Wright – County OOS
Laura Wong – County OOS
Avana Andrade – County OOS
Andrew Rubang - CPUC

Note: All presentations for this meeting have been posted on the C/CAG RMCP Committee website:
<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

Meeting was called to order at 3:07 P.M.

1. Roll Call and Introductions

Committee staff completed Roll Call and a quorum of six members was achieved, which included one Member participating remotely.

2. Public Comments on items not on the agenda

There were no public comments.

3. Approval of minutes of the May 17, 2023 and June 21, 2023 Committee meetings.

Because there was no quorum, the minutes were deferred to the next RMCP Committee meeting.

4. Information only: BAWSCA Water Supply report.

No presentation

Tom Francis, Water Manager at BAWSCA and Member of the RMCP Committee, gave a short overview of the report provided in the Agenda Packet.

5. Update on Committee roster and recruitment.

Kim Springer, Committee staff gave a brief update on the current recruitment for the RMCP Committee open Environmental seat.

6. Presentation on San Mateo County Energy Watch and Regionally Integrated Climate Action Planning Suite programs, opportunities and challenges.

Kim Springer, Committee staff, introduced the topic and County OOS staff, Susan Wright, Laura Wong, and Avana Andrade, who provided a presentation to the Committee.

Committee Member provided comments and asked questions about the SMCEW program, related to: how to get more local government projects into the pipeline, leveraging Capital Improvement Plans, additional details of what agencies the program can service in San Mateo County and technical support, opportunities for permit streamlining, collaboration with PCE, challenges for small restaurants, what's being leveraged by outreach, and other ways the data and program can be leveraged by agencies.

7. Presentation on California Air Resource Board Advance Clean Fleets Regulation and how local agencies are addressing these new requirements.

After comments from C/CAG Chair, Davina Hurt, Phil Villagomez, Senior Vice President, and Matt Zerega, Director of Fleet Electrification, at Terra Verde Energy provided a presentation on how their company provides planning resources to agencies to help them meet the challenges of electrification of transportation shifts to electric and Hydrogen, including the new Clean Fleet Regulations.

Committee Member provided comments and asked questions about potential challenges with complying with the Advanced Clean Fuels program, related to: availability of vehicles, types of exemptions, infrastructure planning, need for home planning for first responders living outside of the county, electric vs. Hydrogen, potential need for a showcase,

8. Next Scheduled Meeting Date: September 20, 2023

Meeting adjourned at 5:17 P.M.

Note: All presentations are posted on the C/CAG RMCP Website at:

<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

C/CAG AGENDA REPORT

Date: September 20, 2023
To: Resource Management and Climate Protection Committee
From: Kim Springer, Committee Staff
Subject: Information only: BAWSCA Water Supply report.
(For further information contact Kim Springer at kspringer@smcgov.org)

BACKGROUND/DISCUSSION

At the February 15, 2023 meeting of the Resource Management and Climate Protection Committee (RMCP), Committee Member Francis offered to prepare a written water supply update for distribution to the Committee, for months when no formal presentation on water supply conditions is agendized.

The attached report is for information only. There will be no presentation on this item.

ATTACHMENTS

1. BAWSCA Water Supply Update written report – September 2023.

WATER SUPPLY UPDATE

Date: September 20, 2023
To: Resource Management and Climate Protection Committee
From: Tom Francis, BAWSCA, RMCP Committee Member
Subject: Information only: BAWSCA Water Supply Report.

(For further information contact Tom Francis of BAWSCA
(tfrancis@bawscsca.org)

BACKGROUND

At the February 15, 2023 meeting of the Resource Management and Climate Protection Committee (RMCP), Committee Member Francis was asked to prepare a written water supply update for distribution to the Committee, for months when no formal presentation on water supply conditions is given. This memo provides the summary for the month of September 2023. Information presented in the memo focuses on conditions associated with the San Francisco Regional Water System (SF RWS), which serves as the water source for much of San Mateo County. Graphs included are produced by the San Francisco Public Utilities Commission (SFPUC) and are made available to BAWSCA.

DISCUSSION

The 2022-23 water year has been exceedingly robust from a rainfall and snowpack perspective, reaching near historic levels. The following graphs presented in this memo document the point that water supply conditions are excellent. Further, rainfall that has taken place throughout the State of California has proved to eliminate drought conditions in much of California.

Photo – Hetch Hetchy Reservoir – June 2023



SF RWS - Reservoir Storage

Hetch Hetchy Reservoir is at 99.5% full. Local reservoir storage is ample. The overall system storage is robust at 96.5%

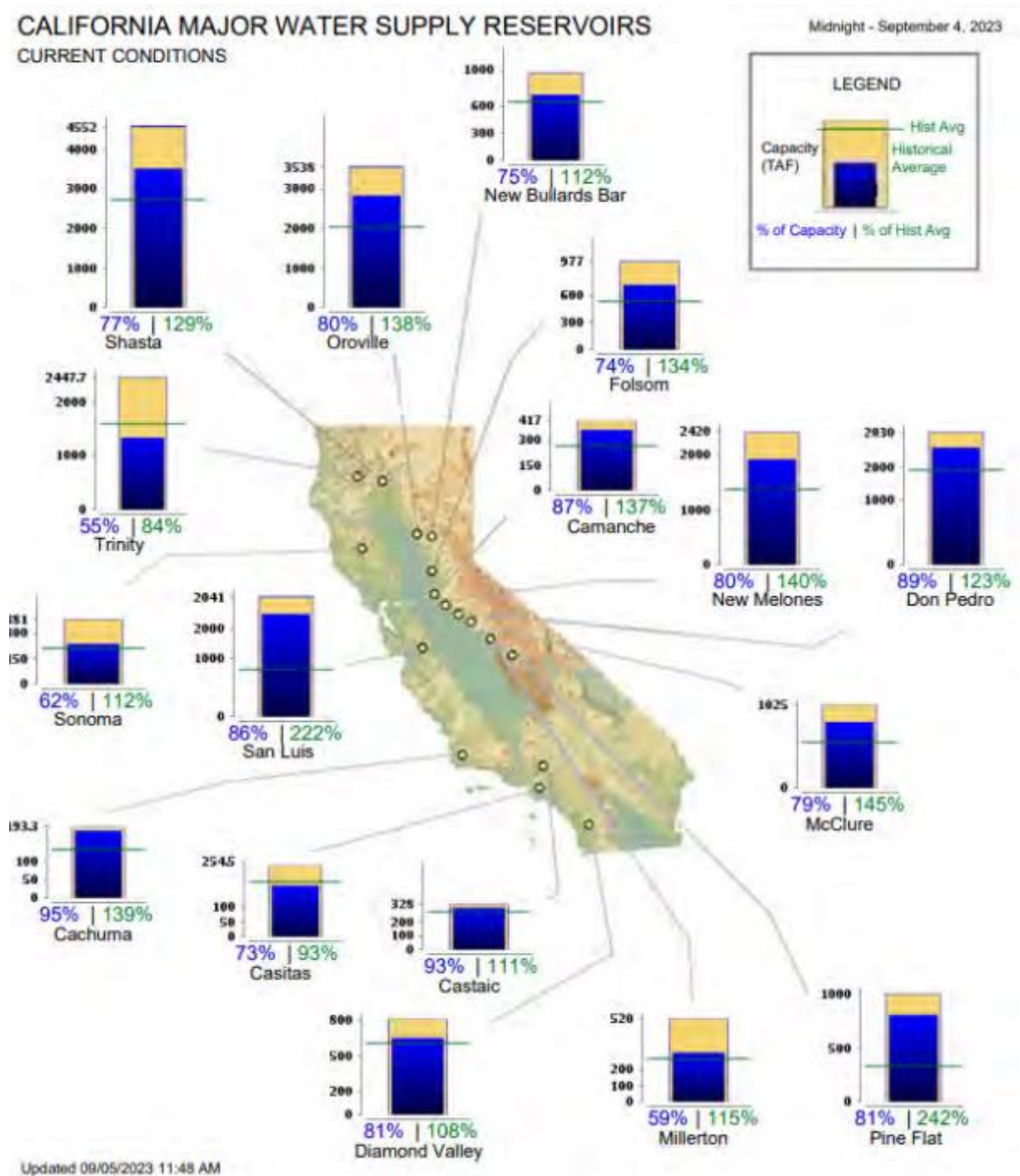
As of September 5, 2023

Reservoir	Current Storage ^{1,2,3} (AF)	Maximum Storage ⁴ (AF)	Available Capacity (AF)	Percent of Maximum Storage	Normal Percent of Maximum Storage ⁵
<u>Tuolumne System</u>					
Hetch Hetchy	358,600	360,360	1,760	99.5%	86.5%
Cherry	254,200	273,345	19,145	93.0%	-
Eleanor	26,550	27,100	550	98.0%	-
Water Bank	570,000	570,000	0	100.0%	100.0%
Total Tuolumne Storage	1,209,350	1,230,805	21,455	98.3%	-
<u>Local System</u>					
Calaveras	91,241	96,670	5,429	94.4%	-
San Antonio	51,685	53,266	1,581	97.0%	-
Crystal Springs	49,250	68,953	19,703	71.4%	-
San Andreas	15,201	18,675	3,474	81.4%	-
Pilarcitos	2,732	3,125	393	87.4%	-
Total Local Storage	210,109	240,689	30,580	87.3%	-
Total System Storage	1,419,459	1,471,494	52,035	96.5%	83.5%
Total without water bank	849,459	901,494	52,035	94.2%	-

As a reminder, Water Year 2023-24 begins on October 1, 2023.

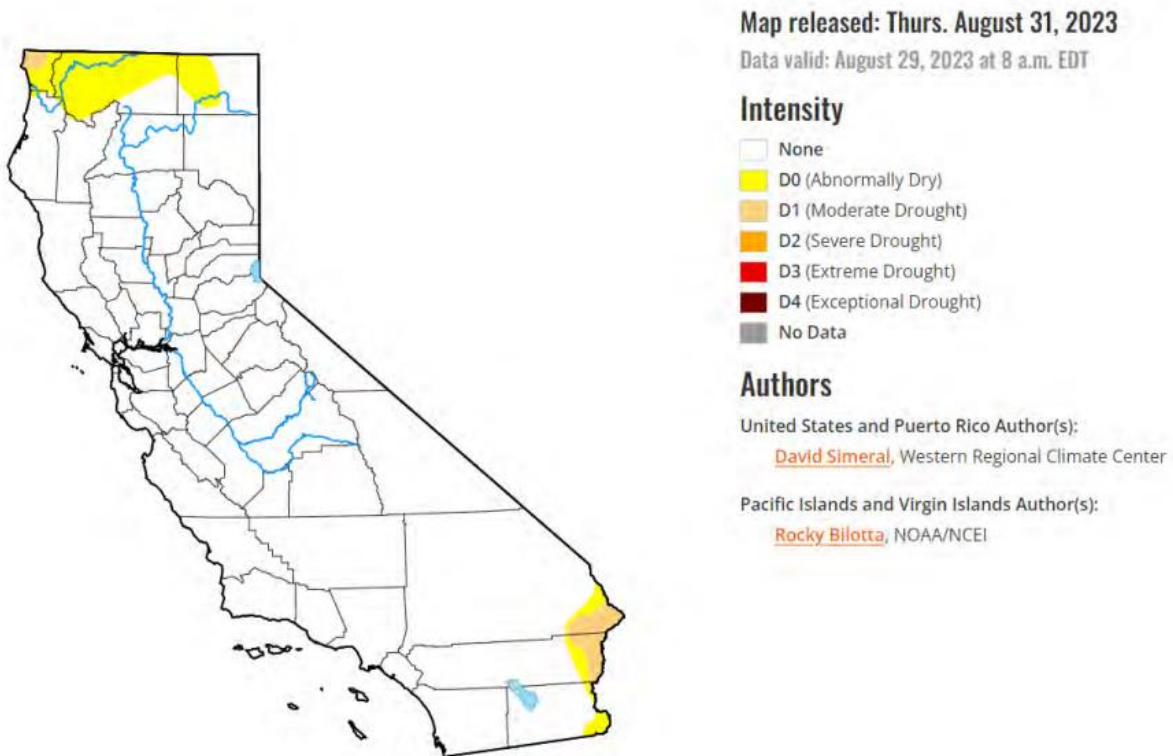
State of California – Major Reservoir Storage

Storage in California's major water supply reservoirs is robust, with the majority having benefited by exceptional rainfall to date in 2023. As a reminder, while these reservoirs do not serve San Mateo County, they do serve as a water source for much of the State of California. Some of these reservoirs are part of the State of California's "State Water Project", while others are part of the U.S. Bureau of Reclamations "Central Valley Project".



California Drought Conditions Monitor

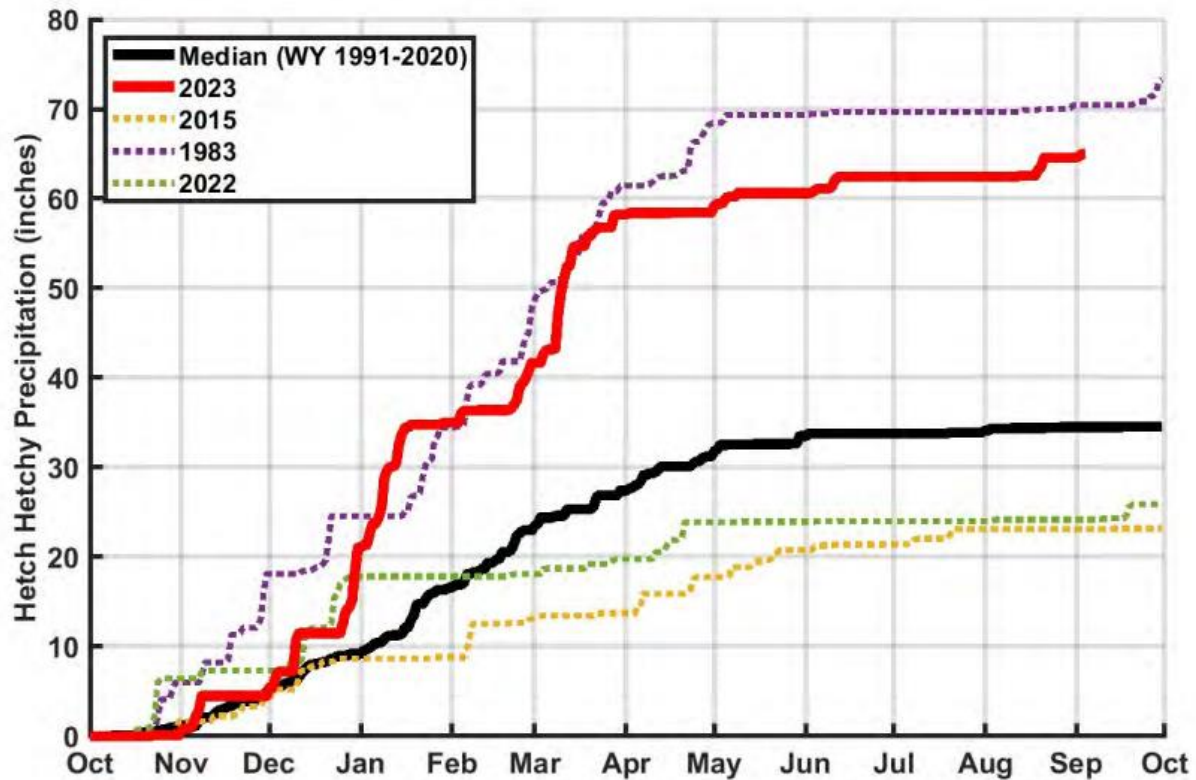
As noted on the graphic below, only a small portion of the State of California is in a Drought. Prior to this winter's rainy season (e.g., in early fall of 2022), much of the State was shown as being in either severe or extreme drought.



Since there remain portions of California that continue to be shown as experiencing drought conditions, the State factors that into of any decisions they choose to make relative to ending the current drought emergency.

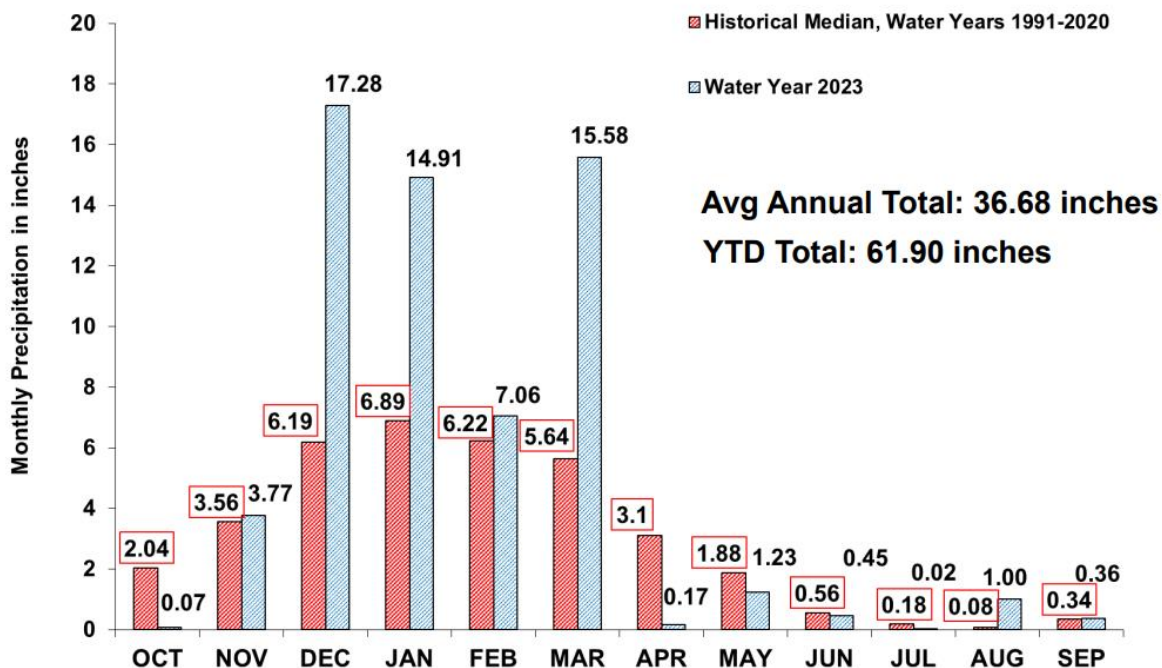
Hetch Hetchy (Upcountry) Precipitation

The precipitation to date is near that recorded for water year 1983, the highest observed.



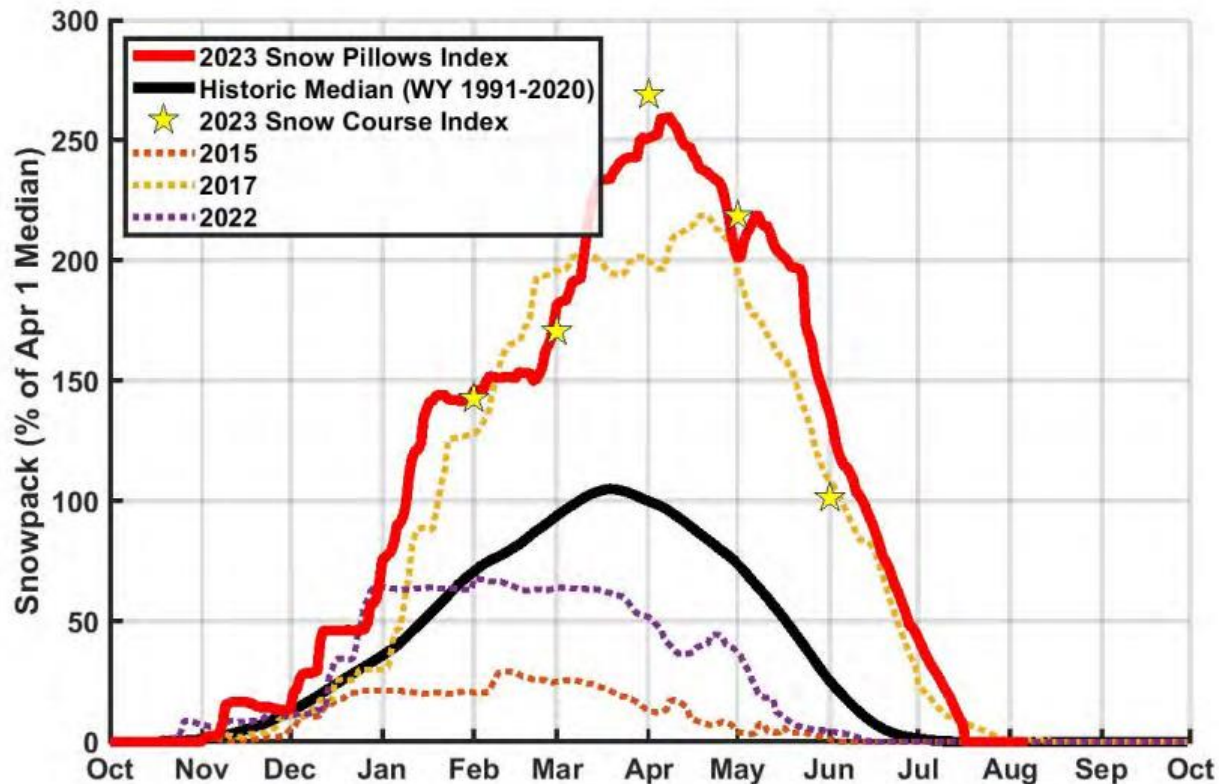
Upcountry Precipitation Totals by Month

On average, the upcountry receives 36.68 inches of precipitation during the water year. As of the early September, 61.90 inches has been recorded.



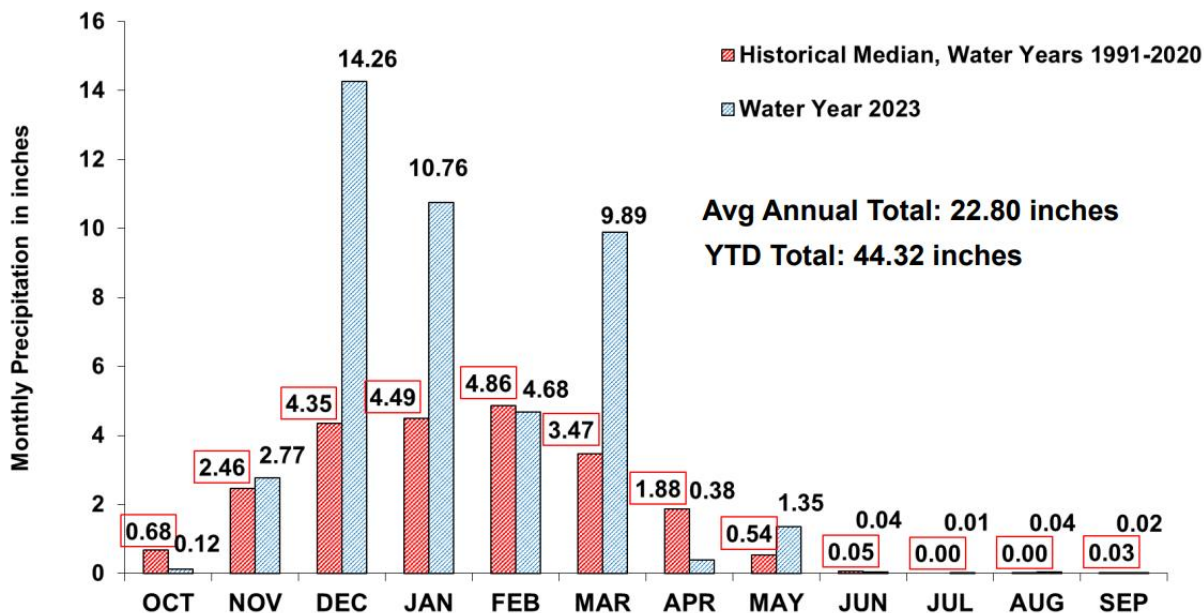
Upcountry Snowpack

As shown on the graphic, snowmelt was complete by mid-July



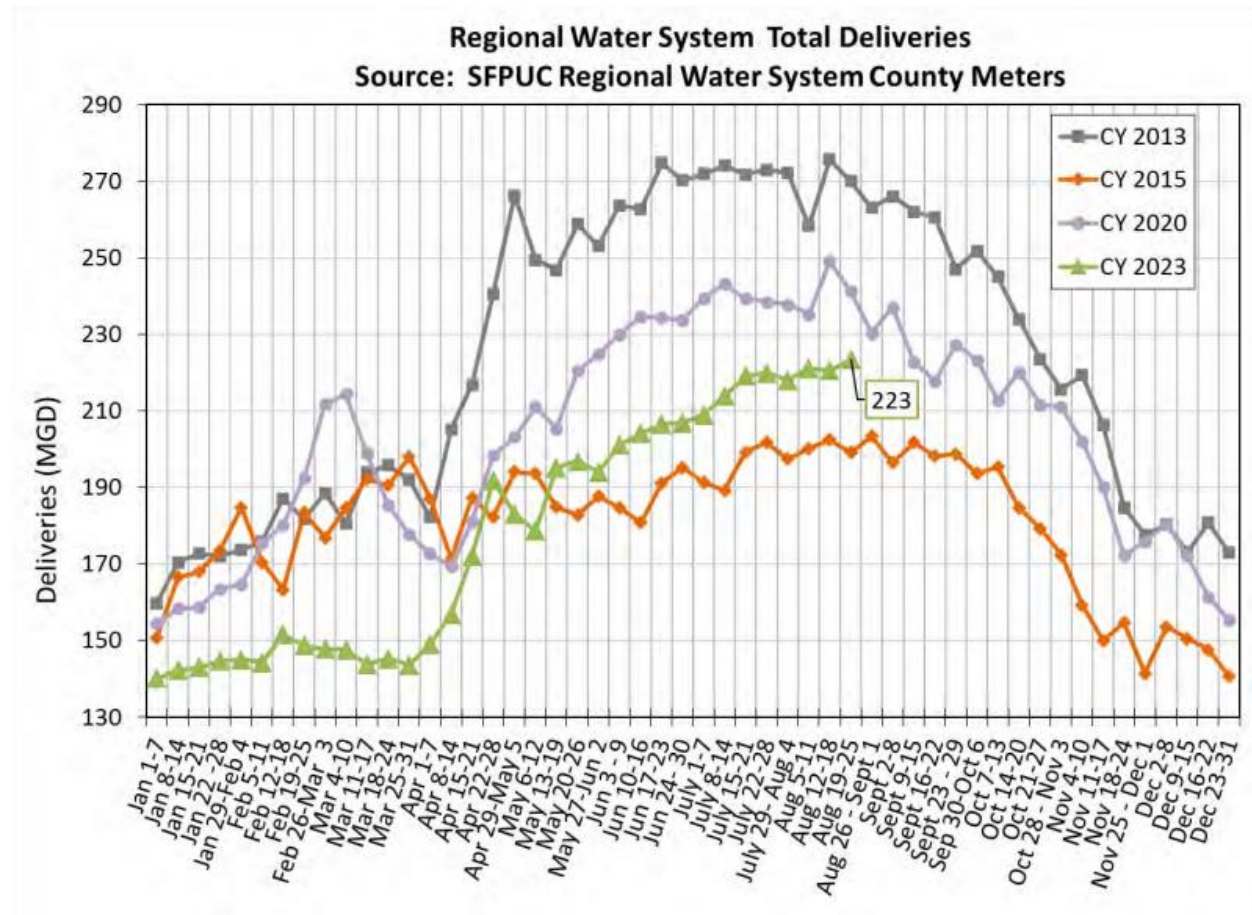
Local Rainfall – by Month

Local (Bay Area) rainfall has also been robust this winter. On average, the region receives 22.80 inches of rain. This water year, as of early September, 44.32 inches has been recorded to date.



Water Demand – SF RWS

Through the end of March, frequent wet weather coupled with cool temperatures helped to moderate water use, and in particular outdoor water use. Records indicate that beginning in April and into May, water demand has increased, likely attributable to outdoor water use. In addition, and since the graph below depicts use by both wholesale customers as well as SFPUC's retail, it can also be speculated that water use within the City / County of San Francisco has increased due to improving business conditions. Water use in the late summer is approach levels seen in 2020.



C/CAG AGENDA REPORT

Date: September 20, 2023
To: Resource Management and Climate Protection Committee
From: Kim Springer, Committee Staff
Subject: Update on Committee roster and recruitment.
(For further information contact Kim Springer at kspringer@smcgov.org)

RECOMMENDATION

That the RMCP Committee receive an update on Committee roster and recruitment

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

Member Christine Kohl-Zaugg announced that she was leaving at the June 21, 2023 meeting of the RMCP Committee, vacating the Environmental Seat.

C/CAG is in the process of recruiting committee members for a few of its committees and RMCP Committee members are encouraged to support recruitment of a public member to fill the vacant Environmental seat to the RMCP and openings on other C/CAG Committees. Those interested should submit a letter of interest to C/CAG Executive Director, Sean Charpentier.

An updated roster and the July 14, 2023 recruitment letter is attached to this staff report.

ATTACHMENTS

1. Update RMCP Committee Roster – July 2023
2. C/CAG Recruitment Letter – July 14, 2023

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Resource Management and Climate Protection Committee (July 2023)	
Elected Officials (7)	
Donna Colson – <u>Committee Chair</u> Councilmember City of Burlingame dcolson@burlingame.org	Sue Beckmeyer Councilmember City of Pacifica sbeckmeyer@pacificagov.org
Rick DeGolia Council Member Town of Atherton rdegolia@ci.atherton.ca.us	Gina Papan Councilmember City of Millbrae gpapan@ci.millbrae.ca.us
Dave Pine County Supervisor District 1 dpine@smcgov.org	Mary Hufty Councilmember Town of Portola Valley mhufty@portolavalley.net
Kaia Eakin Councilmember City of Redwood City keakin@redwoodcity.org	
<u>Stakeholder Representatives (6)</u>	
<u>Energy</u>	Ortensia Lopez Executive Director El Concilio of San Mateo County or10sia@el-concilio.com
<u>Water</u>	Tom Francis – <u>Committee Vice Chair</u> Water Resources Manager Bay Area Water Supply and Conservation Agency tfrancis@bawsca.org

Resource Management and Climate Protection Committee (July 2023)	
<u>Utility</u>	Bill Chiang Government Relations Pacific Gas and Electric Company william.chiang@pge.com
<u>Nonprofit</u>	Alex Fernandez Chief Operating Officer Filoli Center afernandez@filoli.org
<u>Business/Chamber of Commerce</u>	Jeff Smith Director, Residential Development Sares Regis Group, LLC JSmith@srgnc.com
<u>Environmental</u>	VACANT

<u>RMCP Committee Staff</u>	
<u>C/CAG</u>	Sean Charpentier Executive Director scharpentier@smcgov.org (650) 599-1409
<u>C/CAG</u>	Kim Springer Transportation Systems Coordinator Energy, Water, and Climate kspringer@smcgov.org

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

Date: July 14, 2023

To: All Councilmembers of San Mateo County Cities and Members of the Board of Supervisors; All City/County Managers; All City Clerks; All Interested Parties

From: Davina Hurt, C/CAG Chair

Subject: **C/CAG Committee Vacancies**

The City/County Association of Governments of San Mateo County (C/CAG) currently has vacancies on three of its standing Committees:

3 Seats – Congestion Management and Environmental Quality Committee (CMEQ)

- Two (2) seats for Elected Officials of City Councils and/or the San Mateo County Board of Supervisors, and One (1) seat for an Environmental Community Member.

1 Seat – Resource Management and Climate Protection Committee (RMCP)

- One (1) seat for an Environmental Organization Member.

1 Seat – Bicycle and Pedestrian Advisory Committee (BPAC)

- One (1) seat for an Elected Official of City Councils and/or the Board of Supervisors.

Please see Attachment A for more information on the Committees. Individuals wishing to be considered for appointment to the Committee(s) should email a letter of interest to:

Sean Charpentier, C/CAG Executive Director
City/County Association of Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063
scharpentier@smcgov.org

Individuals must send a letter of interest by 5:00 pm on **September 5, 2023** in order for the C/CAG Board to consider the appointments at its September 14, 2023 meeting. If there are fewer letters of interest received by September 5, 2023 than seats vacant on the Committees, the recruitment will remain open until filled. If you have any questions about the Committees or this appointment process, please contact the C/CAG staff member noted in Attachment A: Committee Descriptions and Staff Contacts.

Sincerely,



Davina Hurt
Chair, C/CAG Board

Enclosure: Attachment A: Committee Descriptions and Staff Contacts

The Congestion Management and Environmental Quality Committee (CMEQ):

The City/County Association of Governments of San Mateo County (C/CAG)'s Congestion Management and Environmental Quality Committee (CMEQ) provides advice and recommendations to the full C/CAG Board on all matters relating to transportation planning, congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing the local jurisdictions in San Mateo County. The role of the CMEQ Committee also includes making recommendations to the C/CAG Board on the allocation of funding for specific projects and activities addressing these programmatic areas. The CMEQ committee is composed of 9 elected seats, plus one seat each from the following: business community; environmental community; agencies with transportation interests; San Mateo County Transit District (SamTrans); Joint Powers Board (Caltrain); Metropolitan Transportation Commission; Bay Area Rapid Transit (BART) and one general public member.

The Committee meets on the last Monday of each month from 3:00 p.m. to 5:00 p.m. at the San Mateo City Hall (330 W 20th Ave, San Mateo CA 94403).

For more information about the Committee and Meeting agendas, contact Jeff Lacap at jlacap@smcgov.org; and/or see: <https://ccag.ca.gov/committees/congestion-management-and-environmental-quality-committee/>

The Resource Management and Climate Protection Committee (RMCP) seats seven elected officials plus one seat each from the following six specialties: energy, water, utility, nonprofit, business/chamber of commerce, and environmental organization, for a total of 13 seats. Originally called the Utilities Sustainability Task Force (USTF), the Committee developed a San Mateo County Energy Strategy for the county, which was adopted by every city in San Mateo County in 2009. The RMCP Committee provides information and recommendations to CMEQ and the C/CAG Board on items related to resource conservation and climate action. The Committee also tracks the progress of two main C/CAG programs, the San Mateo County Energy Watch (SMCEW) and the Regionally Integrated Climate Action Planning Suite (RICAPS). The Committee also seeks to integrate equity into resource conservation and climate actions, including workforce development, access by constituents, and inclusion of input by community-based organizations. Most recently, in coordination with BAWSCA, the Committee is exploring actions to reduce demand on potable water supplies, such as One Water programs, and electrification and resilience of homes and communities. The RMCP Committee meets on the third Wednesday of the month (as needed) throughout the year at 3:00 p.m., in either San Mateo at 155 Bovet Rd. or, as a backup location, in Redwood City at County Center.

For more information about the RMCP Committee and Meeting Agendas, contact Kim Springer at kspringer@smcgov.org; and/or see: <https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

The Bicycle and Pedestrian Advisory Committee (BPAC) provides advice and recommendations to the full C/CAG Board of Directors on matters relating to bicycle and pedestrian improvement projects. The BPAC advises the C/CAG Board on priority projects for funding through the Transportation Development Act Article 3 grant program and the One Bay Area Grant program. Meetings are held bi-monthly on the fourth Thursday of the month at 7:00 p.m. The meetings are hosted in different cities throughout the County, or as a backup location, in Redwood City at County Center. The BPAC has approximately six meetings per year. No more than two BPAC members can reside in the same jurisdiction.

For more information about the Committee and Meeting agendas, contact Audrey Shiramizu at ashiramizu@smcgov.org; and/or see <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>.

C/CAG AGENDA REPORT

Date: September 20, 2023

To: Resource Management and Climate Protection Committee

From: Chris Hunter, Alameda County StopWaste

Subject: Presentation on Bay Area Regional Energy Network Multifamily Building Enhancement program.

(For further information, contact Kim Springer at kspringer@smcgov.org)

RECOMMENDATION

Receive a presentation on Bay Area Regional Energy Network Multifamily Building Enhancement (BAMBE) program.

FISCAL IMPACT

None

BACKGROUND

The Bay Area Regional Energy Network (BayREN) is a coalition of the nine Bay Area counties coordinating on energy efficiency, electrification, water conservation, and reducing greenhouse gas emissions. County representatives collaborate in leadership and development of the BayREN programs, and then coordinate locally for economies of scale on outreach and program offerings. The local program for San Mateo County is implemented by the County's Office of Sustainability.

The BayREN Multifamily, or BAMBE, program offers incentives and technical assistance, the latter at no cost to the property owner. For multifamily buildings, incentives are available for upgrades including heating and cooling systems, water heating, gas to electric and other electrification conversions, lighting, appliances, weatherization and insulation, and other measures such as windows.

Recently, BayREN announced new rebates for rental housing providers, including nonprofit developers and small, independent property owners, in alignment with California Public Utility Commission's energy efficiency, equity, and long-term grid stability goals. Additional incentives are available for properties located in high-priority zones that are most impacted by air pollution, extreme heat, and high housing costs.

Chris Hunter, Program Services Specialist II at StopWaste will provide a presentation on the BayREN multifamily program, how owners can participate, and the new structure for rebates included in the Bay Area Multifamily Building Enhancement (BAMBE) program, which can (potentially) add up to \$5,000 per unit served. A link to the announcement of BayREN multifamily rebate increases is included as an attachment to this staff report.

ATTACHMENTS

1. Link to Announcement of BayREN Multifamily Rebate Increases:
<https://www.bayren.org/news/multifamily-rebates-2023>

C/CAG AGENDA REPORT

Date: September 20, 2023

To: Resource Management and Climate Protection Committee

From: Kim Springer, Transportation Systems Coordinator

Subject: Presentation on C/CAG Equity Assessment and Framework Development Project and review of proposed actions for comment.

(For further information, contact Kim Springer at kspringer@smcgov.org)

RECOMMENDATION

Receive a presentation on C/CAG Equity Assessment and Framework Development Project and review proposed actions for comment.

FISCAL IMPACT

The existing Mariposa Planning Solutions agreement is for \$200,000 for the subject agreement.

SOURCE OF FUNDS

Fund were appropriated from the General Fund for this project will be partially reimbursed from Surface Transportation Program Planning Grant funds.

BACKGROUND

On April 24, 2022 the C/CAG Board of Directors adopted Resolution 22-16 authorizing the C/CAG Executive Director to execute an agreement with Mariposa Planning Solutions (Consultant) for the C/CAG Equity Assessment and Framework Development Project (Project). The Consultant began work on the project immediately.

This presentation is the second on this Project to the Resource Management and Climate Protection Committee (RMCP) and is intended to update Committee members on C/CAG's equity efforts and draft planned actions to be included in the final report for the Project.

C/CAG's role on Equity in San Mateo County is unique. C/CAG is not a "safety net" agency in San Mateo County, yet C/CAG programs millions of dollars of funding for a wide variety of projects and programs. As elements of the Project the Consultant developed an equity definition specific to C/CAG's influence, a Historical Perspective of injustices and disparities, completed an analysis of existing demographic conditions, and equity focus area mapping. Next, the consultant developed an "equity connections" document that ties challenges and opportunities for C/CAG to reduce disparities and an internal review of all C/CAG programs. Through this process, a Draft C/CAG Equity Framework Structure, Procedural Steps, & Action Plan, specific to C/CAG's programs has been developed and is included as an attachment to this staff report for RMCP members to review prior to the meeting.

Throughout the project the Consultant and staff held multiple rounds of Working Group meetings with Community Based Organizations and Agency Partners. Community Based Organizations for this project include Youth Leadership Institute, Samaritan House, Nuestra Casa, El Concilio of San Mateo County, Youth United for Community Action (YUCA), and the Housing Leadership Council. Peninsula Conflict Resolution Center has supported coordination of some of these meetings. The Agency Partners engaged include SamTrans, County of San Mateo Equity Office, County Office of Sustainability, Peninsula Clean Energy, and Commute.org. In addition, the C/CAG Board established an Ad Hoc Equity Committee at its March meeting, with participation from six Members.

Staff will provide a presentation to the CMP TAC, sharing a chronological perspective of the documents developed to date and the timeline through the end of the project.

For this meeting, staff is requesting feedback from the RMCP on the Draft C/CAG Equity Framework Structure, Procedural Steps, & Action Plan document. Because this document has many Actions to review (36), it's essential that Members review the document prior to the meeting. Looking at the attachment, the Actions document is structured by Category of actions, Goals, Outcomes, and Actions as follows:

Category

- **Goal**
- **Outcomes**
 - **Action**
 - **Performance Indicators:** Criteria used to evaluate progress or completion of Action.
 - **Reporting:** Describes the reporting process, who reports progress and to whom.
 - **Implementation Timeline:** Staff's estimate of when the Action will be implemented based on Fiscal Year or TBD if further study is required.
 - **Fiscal Impact:** Identifies the level of effort or estimated costs *if* additional budget will be required and represents a rough estimate. There are some activities that will require assistance from outside consultants. All these activities will require C/CAG staff time, which has opportunity costs. To the extent possible, C/CAG will attempt to leverage outside funding sources for discrete activities. C/CAG time required will be higher as these activities are initiated and decrease over time as these activities become normal operating practices for C/CAG. For example, the first annual report will probably take a considerable amount of time and effort. However, subsequent ones will require less time.
 - **Implementation Status:** Identifies the status of completion, with the qualification that even after the "completion" many of these activities will continuously improve. The following are the categories of completion:
 - Completed
 - Ongoing
 - In Progress – Estimated Completion Date
 - Not Initiated

Also attached in a Summary of Stakeholder Meetings; a list of the Board, Board Equity Ad Hoc, C/CAG

Committees, staff, and agency and community working group meetings held and still planned, through this Project process. There has been a total of 26 meetings, including 7 public Brown Act agendized meetings.

After receiving feedback from the RMCP and other C/CAG committees in September, Mariposa Planning Solutions will prepare a draft final report, which will include an executive summary, the main body of the report, and appendices with final memo documents, meeting notes, and other documents relevant to the project. The draft final report will be shared widely and presented to the C/CAG Board at the October 12, 2023 meeting for comment. Final adoption is tentatively scheduled for the C/CAG Board on November 9, 2023.

ATTACHMENTS

1. Draft C/CAG Equity Framework Structure, Procedural Steps, & Action Plan
(Please review prior to meeting)
2. Summary of Stakeholder Meetings

8/31/2023

Draft C/CAG Equity Framework Structure, Procedural Steps, & Action Plan

Purpose: Develop an equity framework to convey a shared understanding among C/CAG staff, Board, Committees, Equity Framework Agency Partner, Community Working Group members, and other stakeholders that guides C/CAG on what and how the agency will achieve its equity goals.

Outcomes: Establish a structure for the framework and key components needed to advance equity. Identify strategies, actions, and a timeline for implementation - what it means to achieve equity in the context of C/CAG's mission and roles in San Mateo County and how the agency will measure progress.

Process:

- Project team shares draft framework and action plan structure, including goals, outcomes, and actions, and accompanying staff internal review summary with C/CAG staff working group for initial input.
- Project team incorporates feedback for a second C/CAG staff working group discussion focused on refinement of goals and outcomes and the creation of proposed actions/strategies.
- Project team incorporates staff working group input & shares with remainder of C/CAG staff for all-staff meeting discussion.
- Project team incorporates all-staff meeting input & shares with staff working group for discussion.
- Project team incorporates staff input & shares with C/CAG Board subcommittee and Agency and CBO Partners for discussion.
- Project team incorporates Board Subcommittee and Agency & CBO Partner input and shares with the full Board for discussion.

Equity Framework Final Report Elements

- Executive Summary
- San Mateo County Community Context
 - History of racist and discriminatory actions in SMC
 - Equity Focus Areas (EFA's) in San Mateo County - location of high concentrations of historically and currently underserved and impacted populations
 - Existing conditions and disparities
- Agency Context
 - C/CAG's mission and role in the county
 - Equity connections between C/CAG's program areas and equity
 - Where C/CAG has been and where it currently is on its equity journey
 - Strengths
 - Gaps
- C/CAG's Equity Commitments & Approach
 - C/CAG's Equity Definition
 - Board and staff equity commitment statement
 - Intended Equity Goals and Outcomes
 - C/CAG's procedural approach for projects, programs, plans, and funding calls
 - Action Plan
- Appendices
 - External review summary
 - Summary of CBO & Agency Partner input

Procedural Steps for Projects, Programs, and Plans

Set the project direction/scope:

- Establish intended equity goals, outcomes, and performance measures.
- Use an equity lens to identify and integrate potential equity-focused concepts & alternatives.

Assess for optimal outcomes:

- Identify who, what, where, when to focus on to avoid further harm and address historic & existing inequities.
- Identify benefits & burdens of each alternative.
- Select strategies that advance equity and avoid/minimize burdens.

Maintain transparency and accountability and conduct inclusive and meaningful outreach and engagement throughout the planning process.

- Develop a community engagement plan centered around Equity Focus Area geographies and demographics potentially affected (benefited or impacted)
- When feasible, partner with Equity Focus Area-serving Community Based Organizations (CBOs) and community leaders at each step of the process, including co-creation of direction/scope.
- Communicate purpose, scope, and implementation timeline throughout the process, and inform process participants and EFA stakeholders of the final decision/product(s) and how input received was incorporated.
- Create opportunities for ongoing feedback, evaluation, reporting, and iteration as applicable.

Action Plan Structure:

Category

- **Goal**
 - **Outcomes**
 - **Action**
 - **Performance Indicators:** Criteria used to evaluate progress or completion of Action.
 - **Reporting:** Describes the reporting process, who reports progress and to whom.
 - **Implementation Timeline:** Staff's estimate of when the Action will be implemented based on Fiscal Year or TBD if further study is required.
 - **Fiscal Impact:** Identifies the level of effort or estimated costs *if* additional budget will be required and represents a rough estimate. There are some activities that will require assistance from outside consultants. All these activities will require C/CAG staff time, which has opportunity costs. To the extent possible, C/CAG will attempt to leverage outside funding sources for discrete activities. C/CAG time required will be higher as these activities are initiated and decrease over time as these activities become normal operating practices for C/CAG. For example, the first annual report will probably take a considerable amount of time and effort. However, subsequent ones will require less time.
 - **Implementation Status:** Identifies the status of completion, with the qualification that even after the "completion" many of these activities will continuously improve. The following are the categories of completion:
 - Completed
 - Ongoing
 - In Progress – Estimated Completion Date
 - Not Initiated

Action Plan Goals and Outcomes:

Category 1: Internal Equity (Organization and Administration)

- **Goal 1**: Create and maintain internal reporting, feedback, coordination, and collaboration structures for C/CAG equity advancement efforts.
 - Outcome 1: The Equity Framework and Action Plan's intent and commitments are in a constant state of implementation, with learning and adaptation along the way.
- **Goal 2**: Continually strengthen and maintain internal organizational understanding, resources, and capacity to advance equity.
 - Outcome 1: An increasing number of staff, Board, and Committee members are representative of EFA demographics and/or geographies.
 - Outcome 2: Staff, Board, and Committee members have a greater depth of credentials and/or lived experience relevant in equity advancement work.
- **Goal 3**: Promote economic justice and shared prosperity through programs.
 - Outcome 1: C/CAG contributes to increased opportunities for Disadvantaged Business Enterprises (DBE).¹

Category 2: C/CAG Plans, Projects, Policies, and Programs

- **Goal 4**: Infuse a pro-equity approach within all relevant projects, plans, and programs.
 - Outcome 1: Equity is integrated in the design of projects, programs, and other actions and initiatives.
 - Outcome 2: All applicable planning efforts, projects, and programs include an analysis of equity needs, impacts, and benefits.

¹ "DBEs are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged. Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis". <https://www.transportation.gov/partners/small-business/dbe-program>

- Outcome 3: Equity analyses/assessments are shared with the public, including C/CAG Committees/Board.
- **Goal 5: Advance equity through the call for projects structure and other funding opportunities for EFA geographies and demographics**
 - Outcome 1: C/CAG staff, Board, and Committees have a clear understanding of the degree to which grant funded programs and projects are advancing equity.
 - Outcome 2: Grant funding trends towards equitable outcomes due in part to changes in C/CAG's approach.
- **Goal 6: Use data and mapping to help ensure C/CAG's equity goals are tracked and achieved.**
 - Outcome 1: C/CAG staff leverage data, mapping, and analytical tools that are augmented and refined over time.

Category 3: EFA Community Engagement, Empowerment, & Accountability

- **Goal 7: Build and maintain trust, transparency, and lasting relationships with EFA CBO's and leaders and the populations they serve.**
 - Outcome 1: C/CAG staff have an organized and centralized repository of CBO and community leader contacts to share relevant information with, obtain input from, and partner with when opportunities arise.
 - Outcome 2: Decision makers, EFA stakeholders, and the broader community are kept informed of progress towards meeting Equity Framework goals.
 - Outcome 3: EFA-serving CBOs are resourced to support C/CAG in reaching historically and currently impacted, underserved, and hard-to-reach populations and to provide valuable input and perspective.

Category 4: Countywide Leadership, Coalition Building, and Advocacy

- **Goal 8: Provide countywide equity leadership.**
 - Outcome 1: C/CAG serves and is increasingly seen as a leader in equity advancement efforts in San Mateo County.

Category 1: Internal Equity (Organization and Administration)

- **Goal 1: Create and maintain internal reporting, feedback, coordination, and collaboration structures for C/CAG equity advancement efforts.**
 - **Outcome 1: The Equity Framework and Action Plan's intent and commitments are in a constant state of implementation, with learning and adaptation along the way.**

Actions	Performance Indicators (Internal & community-level, as applicable)	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
1. Establish an Equity Lead among C/CAG staff to help track, coordinate, and implement the Framework and Action Plan.	Equity Lead established	Annual Report The equity lead staff person reports to the Executive Director, shares progress, and helps facilitate action at periodic all-staff meetings.	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
2. Provide an annual evaluation of Equity Framework progress, including lessons	Percent of Equity Framework Actions by Status compared to	Annual report shared with Committees and Board of Directors (BOD) and posted	FY 2023-24	Fiscal Impact: <i>Staffing</i>

learned and proposed changes and next steps.	Implementation Timeline.	on C/CAG's Equity Framework webpage, including updates to community equity indicators over time.		Status:
3. Convene and support the C/CAG Board of Directors (BOD) Equity Framework Ad Hoc Committee as needed on an ongoing basis to incubate ideas and assist with Framework and Action Plan implementation.		Ad Hoc Committee provides progress updates to the Board and Action reported in annual report	Ongoing as needed	Fiscal Impact: <i>Staffing</i> Status:

- **Goal 2: Continually strengthen and maintain internal organizational understanding, resources, and capacity to advance equity.**
 - **Outcome 1: An increasing number of staff, Board, and Committee members are representative of EFA demographics and/or geographies.**
 - **Outcome 2: Staff, Board, and Committee members have a greater depth of credentials and/or lived experience relevant in equity advancement work.**

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
4. Consider adding Equity focused seats to the CMEQ and RMCP Committees	Discussion on Board addition of Equity Seats completed, and Seat added if requested by Board	Staff report and Annual Report	FY 2023-24 & FY 2024-2025	Fiscal Impact: <i>Staffing</i> Status:
5. Incorporate equity criteria in recruitment and selection of new candidates for open public member seats.	Equity criteria integrated into recruitment document and recruitment staff report to Board	Staff reports to Board via staff report and in Committee/BOD Annual Report	FY 2023-24 Upon recruitments	Fiscal Impact: <i>Staffing</i> Status:

6. Conduct outreach to equity-focused CBO's to fill vacant public member seats for applicable committees (Congestion Management and Environmental Quality Committee (CMEQ) & the Resource Management and Climate Protection Committee (RMCP)).	Use CBO distribution list for recruitments.	Staff reports and Annual report	FY 2023-24 Ongoing	Fiscal Impact: <i>Staffing</i> Status:
7. Explore developing a stipend policy for public members on C/CAG committees to increase the quantity and diversity of applicants for open committee seats.	Discussion and exploration completed	Annual Report	Conduct study on best practices for stipends for public members. TBD	Fiscal Impact: <i>Staffing & Stipend costs</i> Status:
8. Work with the County on all C/CAG HR actions to identify opportunities to leverage their equity-oriented Human Resources Action Plan, staffing, and other HR resources.	Ongoing opportunity discussions with County HR	Provide updates, if any, to C/CAG Board	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
9. To extent possible, Incorporate equity expertise in or as desired and qualifications in job descriptions for all relevant planning, policy, and programmatic positions.	Percent of recruitments in which equity expertise was included as a desired skill	Executive Director reports to C/CAG Board on new hires and includes	FY2023-24	Fiscal Impact: <i>Staffing</i> Status:

		information on equity credentials, if any/		
10. Ensure that the Equity Framework is included in all onboarding materials for C/CAG Staff, Board members, new staff, and Committee members.	Number of C/CAG, Board members, new staff, and Committee members provided Equity Framework in onboarding	Percent reported in annual Equity Report	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
11. All staff participate in at least one equity-focused training or professional development activity every two years, including County of San Mateo equity trainings available to C/CAG staff.	% of staff participating in equity-focused trainings/professional development activities	Staff report learnings from trainings at all-staff meetings and % reported in annual Equity Report	FY 2023-24 & FY 2024-25	Fiscal Impact: Estimated \$10,000 -\$25,000 per year for equity training/profession al development Status:
12. Seek additional resources to help implement the Framework and Action Plan, including funding, and provide staff and leadership with needed support.	Annual evidence of ongoing Equity Framework resource development	Provide update in annual Equity Report to C/CAG Board	FY 2023-24 & Ongoing	Fiscal Impact: <i>Staffing</i> Status:

13. Board of Directors (BOD) is provided an annual presentation from an expert in the field on emerging equity themes relevant to C/CAG's activities.	Annual presentation completed	Annual Report	FY 2024-25	Fiscal Impact: Estimated costs of \$5,000-\$10,000 and <i>Staffing</i> Status:
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- **Goal 3: Promote economic justice and shared prosperity through programs.**
 - **Outcome 1: C/CAG contributes to increased opportunities for Disadvantaged Business Enterprises (DBE).²**

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
14. Explore C/CAG's needs and goals around inclusive procurement and identify next steps and potential tools to achieve those goals.	Assessment of needs, goals, and interventions completed. % of contracts that include DBE requirements	Update in annual Equity Report	TBD	Fiscal Impact: Estimated <i>Consultant costs of \$75,000</i> Status:
15. Join a procurement platform so DBE businesses can sign up to receive notification of C/CAG procurement opportunities.	Identification and joining 1-2 most applicable platforms. Addition of question in RFP asking how proposer (especially DBE's) heard about procurement.	Report outcomes in Annual Report, based on question in RFPs.	FY 2024-25	Fiscal Impact: <i>Staffing a potential cost to join platform.</i> Status:

² "DBEs are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged. Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis". <https://www.transportation.gov/partners/small-business/dbe-program>

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Category 2: C/CAG Plans, Projects, Policies, and Programs

- **Goal 4: Infuse a pro-equity approach within all relevant projects, plans, and programs.**
 - **Outcome 1: Equity is integrated in the design of projects, programs, and other actions and initiatives.**
 - **Outcome 2: All applicable planning efforts, projects, and programs include an analysis of equity needs, impacts, and benefits.**
 - **Outcome 3: Equity analyses/assessments are shared with the public, including C/CAG Committees/Board.**

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
16. Center equity and climate resiliency in C/CAG's upcoming strategic planning.	Comprehensive inclusion in Strategic Plan RFP & document	Report to C/CAG Board in annual Equity Report	FY 2023-24 Upon launch of Strategic Planning	Fiscal Impact: <i>Staffing</i> Status:
17. Use an Equity Evaluation Tool (EET) to assist staff and decision makers in considering a range of equity considerations at the earliest stages of project, plan, program, and funding call design.	Percent of projects, plans, programs, and funding calls for which staff used the EET.	EET use details presented in staff reports to BOD, for discussion and iteration	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
18. Include an appropriately- scaled equity analysis, assessing benefits and burdens of proposed	Percent of projects, plans, programs, and planning efforts for which an equity	Staff reports and Annual Report.	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
actions, in all projects, programs, and planning efforts.	analysis was completed			
19. Provide committees and Board with a new Equity Section within staff reports to share benefits, burdens, recommendations, at the project, plan, program, and funding approval stage.	Section added to relevant staff reports and presented to committees and Board	All Staff reports	FY2023-24	Fiscal Impact: <i>Staffing</i> Status:

- **Goal 5: Advance equity through the call for projects structure and other funding opportunities for EFA geographies and demographics**
 - **Outcome 1: C/CAG staff, Board, and Committees have a clear understanding of the degree to which grant funded programs and projects are advancing equity.**
 - **Outcome 2: Grant funding trends towards equitable outcomes due in part to changes in C/CAG's approach.**

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
20. Establish equity reporting metrics relevant to C/CAG grant programs to evaluate and report on the percentage of funds benefiting EFA geographies and/or demographics	Equity reporting metrics for C/CAG grants established	Staff reports and Annual Report	FY2023-24	Fiscal Impact: <i>Staffing</i> Status:
21. Periodically, evaluate C/CAG grantmaking spending and consider changes to call for project selection criteria, including the number of points that are allocated for equity outcomes, equitable engagement, and the required local match for projects located in EFA's.	Grantmaking spending evaluated periodically % of call for project funding allocated within EFAs	Staff reports and Annual Reports	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
22. To extent feasible, leverage outside funding to assist EFA's with technical assistance for applicable State and Regional funding applications.	Number of EFA's benefitting from C/CAG technical assistance	Reported in annual Equity Report	FY 2023-24 & Ongoing	Fiscal Impact: <i>Staffing</i> Status:

- **Goal 6: Use data and mapping to help ensure C/CAG's equity goals are tracked and achieved.**
 - **Outcome 1: C/CAG staff leverage data, mapping, and analytical tools that are augmented and refined over time.**

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
23. Establish and update an online equity dashboard, storyboard, and/or other data reporting and visualization strategies to share progress on data and performance measures relevant to C/CAG's Equity Framework, program areas, and activities.	Establishment of dashboard	Annual Report	FY 2024-25	Fiscal Impact: <i>Estimated \$20,000 to establish online visual</i> Status:
24. Update Equity Focus Area mapping by each applicable C/CAG program area in 2025, and every five (5) years thereafter based on available data, changing demographics and community conditions, EFA input, and other considerations	Completion of five-year update	Annual Report	TBD Every five years in alignment with census data updates.	Fiscal Impact: <i>Estimated \$200,000 to update mapping.</i> Status:
25. Work with other county-level agencies to coordinate on mapping and data use, including opportunities to create unified Equity Focus Area maps.	Completion of unified maps with other participating agencies	Report any updates to C/CAG Board, Committees	TBD	Fiscal Impact: <i>Staffing</i> Status:

Category 3: EFA Community Engagement, Empowerment, & Accountability

- **Goal 7: Build and maintain trust, transparency, and lasting relationships with EFA CBO's and leaders and the populations they serve.**
 - **Outcome 1: C/CAG staff have an organized and centralized repository of CBO and community leader contacts to share relevant information with, obtain input from, and partner with when opportunities arise.**
 - **Outcome 2: Decision makers, EFA stakeholders, and the broader community are kept informed of progress towards meeting Equity Framework goals.**
 - **Outcome 3: EFA-serving CBOs are resourced to support C/CAG in reaching historically and currently impacted, underserved, and hard-to-reach populations and to provide valuable input and perspective.**

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
26. Design public participation plans for relevant C/CAG plans and projects; emphasize and sufficiently fund outreach to areas of greatest need and utilize equitable public participation best practices. Use multiple communication and engagement strategies that are most appropriate for target audiences.	Qualitative evaluation of EFA participation in C/CAG projects, programs, plans, and policies	Report to Board via Equity Section in Staff reports and Annual Report	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
27. Incorporate adequate budget to support participation and input from EFA-serving CBO's and community leaders in C/CAG projects, grant proposals, and planning efforts.	% of total outreach dollars budgeted for CBO engagement	Staff reports and Annual Report	FY 2023-24	Fiscal Impact: <i>Estimated at \$30,000 per major project. (grant applications would</i>

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
Obtain feedback on the methodology and funding amount from CBO's.				<i>include funding for CBO participation)</i> Status:
28. Establish and maintain a database of Equity Focus Area (EFA) contacts that C/CAG staff can use for communications and community engagement purposes.	Establishment and annual update	Report Establishment and updates in the annual Equity Report	FY 2023-24	Fiscal Impact: <i>Estimated \$5k-\$10k each year</i> Status:
29. Use C/CAG's EFA database to inform equity-focused CBOs of nonprofit funding opportunities within calls for projects, opportunities to serve on C/CAG Committees, and other opportunities to improve equitable public participation. (Obtain feedback on the methodology and funding amount from CBO's)	Percent of EFA CBOs in the C/CAG database engaged in projects, programs, plans, and policies. Awareness of C/CAG's programs and opportunities to engage, or actual engagement via Annual CBO survey	Annual Report	FY 2023-24 & Ongoing	Fiscal Impact: <i>Staffing</i> Status

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
30. Complete a study on improving language accessibility in C/CAG materials and website with plan for necessary updates.	Completion of study and plan	Report to C/CAG Board on completion of study and plan	TBD	Fiscal Impact: <i>Estimated \$30,000 for consultant review</i> Status:
31. Provide an Equity Framework overview and update at a relevant public meeting each year to report on gaps, progress, lessons learned, and adjustments towards meeting Equity Framework performance measures.	Equity Framework overview and update completed publicly, annually	Annual Report times to budget process, with follow up public meeting.	FY2023-25	Fiscal Impact: <i>Staffing</i> Status:

Category 4: Countywide Leadership, Coalition Building, and Advocacy

Goal 8: Provide countywide equity leadership.

Outcome 1: C/CAG serves and is increasingly seen as a leader in equity advancement efforts in San Mateo County.

Actions	Performance Indicators	Reporting	Implementation Timeline	Fiscal Impact & Implementation Status
32. Ensure inclusion of equity in annual Legislative Priorities, and actively support legislation that helps advance and does not run counter to C/CAG's Equity Framework.	Inclusion of Equity Section in Legislative Priorities document.	Annual Report	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
33. Help SMC cities and the County meet equity standards in new state/federal requirements, including gaining HCD Pro Housing Designation Housing Supportive Community status by sharing equity best practices and other strategies.	Percent of cities + County that hold HCD Pro Housing designation	Reported annually in C/CAG Equity Report	FY 2024-25	Fiscal Impact: <i>Staffing</i> Status:
34. Encourage regional and state standards that support C/CAG Equity Framework Goals in grants funding guidelines.	Percent of external sources of funding include equity as a criterion	Reported annually in C/CAG Equity Report	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:

35. Send C/CAG's Equity Framework and Action Plan to all elected officials in San Mateo County, with annual updates on progress towards meeting commitments and actions.	Upon comp	Reported annually in C/CAG Equity Report	FY 2023-24	Fiscal Impact: <i>Staffing</i> Status:
36. Support the next generation of equity focused planners and engineers by exploring options for funding relevant external scholarship opportunities for students in our local region, etc.	Partner established and funding a C/CAG scholarship annually	Reported to C/CAG Board when established and reported annually in C/CAG Equity Report. Post info on C/CAG website.	FY 2024-25	Fiscal Impact: <i>Estimated at \$5,000 to \$10,000 and Staffing</i> Status:

Summary of Stakeholder Meetings

Future dates are listed in **green**:

Body	Dates
C/CAG Board- 4 Public Meetings	April 14, 2022 - Contract October 13, 2022 February 9, 2023 March 9, 2023 September 14, 2023 October 12, 2023 November 9, 2023
C/CAG Board Ad-Hoc Committee- 2 meetings	May 4, 2023 August 2, 2023 TBD
Staff – C/CAG- 9 meetings	September 27, 2022 December 14, 2022 February 22, 2023 March 14, 2023 April 26, 2023 May 8, 2023 May 15, 2023 June 6, 2023 August 23, 2023
BPAC Committee- 1 Public Meeting	January 26, 2022 September 28, 2023
CMEQ Committee- 1 Public meeting	November 28, 2022 September 25, 2023
CMP TAC	September 21, 2023
RMCP Committee- I Public Meeting	October 19, 2022 September 20, 2023
Agency Partners- 4 Meetings	August 30, 2022 November 30, 2022 March 20, 2023 July 21, 2023
Community Partners- 4 Meetings	September 9, 2022 November 30, 2022 March 20, 2023 July 27, 2023