

Alameda County
Housing and Community Development Department
Measure A1 Oversight Committee

DATE 1/30/2020

TIME 9 A.M. to Noon

ADOPTED: 2/28/2020

Chair: N/A

Vice-Chair: N/A

Location: Room 160, Public Meeting Room
224 W Winton Ave
Hayward, CA 94544

Members in Attendance:

Gloria Bruce, Andreas Cluver, Randi DeHollander, Jeffrey Dixon, Brian Dolan,
Lynda Foster, Daniel Gregg, Katrina Hampton, Daphine Lamb-Perrilliat, Ndidi Okwelogu,
Kendra Roberts, Mimi Rohr, Rose Works

Members not in Attendance:

Debbie Potter, Roberto Stinga

Alameda County Staff Members

Linda Gardner – Director, Housing and Community Development -Community Development Agency (CDA)

Melissa Rydman – Administrative Associate, Office of the Clerk

Heather Littlejohn – Deputy County Counsel, Alameda County Office of the County Counsel

Rose Cade – Deputy Director, Housing and Community Development - CDA

Jennifer Pearce – Manager, Housing and Community Development - CDA

Aaron Tiedemann - Housing Specialist, Housing and Community Development – CDA

Teresa Hester – Specialist Clerk, Housing and Community Development – CDA

Bob Fuller – Housing Specialist, Housing and Community Development – CDA

Summary/Action Minutes

- I. **Welcome to the Measure A1 Oversight Committee – Linda Gardner**, Director Housing and Community Development, Alameda County Community Development Agency (CDA)
- Linda gave updates and welcomed committee members
 - Staff introduced themselves, followed by committee members
 - Outlined purpose of this meeting

- II. Swearing-in of Oversight Committee Members – Melissa Rydman, Administrative Associate, Office of the Clerk, Alameda County Board of Supervisors**
- Ms. Rydman conducted swearing in of Committee members
 - Committee members signed oaths
- III. Brown Act and Conflict of Interest Training – Heather Littlejohn, Deputy County Counsel, Alameda County Office of the County Counsel**
- Ms. Littlejohn presented a PowerPoint on the Brown Act and Conflict of Interest laws and regulations
 - Questions on Brown Act
 - Gloria Bruce asked whether members of the public who wish to speak are required to fill out a speaker card. Ms. Littlejohn responded that the public has a right to speak without identifying themselves.
 - Questions on Conflict of Interest
 - Andreas Cluver asked if members ask Counsel a question regarding if something is a conflict of interest and County Counsel responds that there is not a conflict but someone files a suit, are Committee members indemnified. Ms. Littlejohn replied responded that County Counsel advises County staff and the Board of Supervisors and their advice would fall under attorney/client privilege. Staff can choose whether to share it. Because County Counsel is the attorney for the County and not for individuals, it would be better for Committee members to consult their own counsel if they have concerns.
 - Ms. Works asked if County Counsel will be at every Committee meeting. Ms. Gardner responded that HCD will invite them when needed but that they may be present at every meeting.
 - Ms. DeHollander asked if Committee members put their other positions and memberships on their applications, can they assume those have been confirmed to not present any conflicts. Ms. Gardner responded that HCD reviewed the applications in terms of backgrounds relevant to Committee membership but did not review specifically for conflict of interest, so that assumption cannot be made.
 - Ms. Bruce asked if County Counsel is aware of situations where potential conflicts have been disclosed, but through an excess of caution, people should still recuse themselves on certain items. Ms. Littlejohn responded that she has seen such a situation, especially with a body as large as this committee.
- IV. Measure A1 Affordable Housing Bond Implementation Update – Linda Gardner**
- Ms. Gardner presented a brief overview of Measure A1 and current implementation status of Measure A1 programs.
 - Questions
 - Ms. Foster asked for more about our role of the Oversight Committee. Ms. Gardner responded that additional information on the Committee’s role will be forthcoming

at future meetings and that, in brief, the Oversight Committee's role is to review actions taken for compliance with the Measure.

V. Scheduling February Meeting Date and Meeting Calendar – Bob Fuller, Housing Specialist, Housing and Community Development, Alameda County Community Development Agency (CDA)

- Mr. Fuller discussed establishing the regular day of the month and time for Oversight Committee meetings.
- Committee members requested that the meeting start later than 9:00 a.m.
- Next meeting set at 9:30 on February 27, 2020
- Mr. Fuller will follow up with a poll via email , including members not present, to confirm the regular day and time of the meetings.
- Mr. Fuller outlined the contents of the Committee binders.
- Ms. Gardner outlined topics for the next meetings and highlighted considerations for the next meeting, including the selection of the Chair and Vice-Chair, and asked members to consider volunteering for these roles. She also asked Committee members if they had question on topics not on the agenda. She asked if Committee members would like staff to provide a draft of By-Laws for consideration. Committee members requested that staff provide draft By-Laws.

VI. PUBLIC COMMENT

The meeting adjourned at 11:35 a.m.