AGENDA

City/County Manager’s Technical Advisory Committee

Thursday, August 3, 2023

10:00 AM

LOCATION:
San Bernardino County Transportation Authority
First Floor Lobby Board Room
1170 W. 3rd Street, San Bernardino, CA 92410

TELECONFERENCE LOCATION:
Needles City Administration & Utility Office
817 3rd Street, Needles, CA 92363

Call to Order

Attendance

Council of Governments

1. Election of Officers for the City/County Manager’s Technical Advisory Committee – Otis Greer, SBCTA
   The term of office for Ray Casey, Yucaipa has ended and a new chair and vice chair need to be selected. Past practice has been for the vice chair, currently Keith Metzler, Victorville to become the new chair and for the City/County Technical Advisory Committee to select a new vice chair. That notwithstanding, Vice Chair Metzler wanted to open up the Chair Role to the floor in the event other City Managers were interested in serving the vacated role. The term is for two years.

2. Discuss the City County Manager’s Technical Advisory Committee Meeting Schedule – Otis Greer, SBCTA
   Discuss revising the City County Manager's Technical Advisory Committee to a bi-monthly meeting schedule and provide direction as appropriate.

3. League of Cities Legislative Update – Caroline Cirrincione, League of California Cities
   Receive an update on the pending Legislation.
4. **Small Business to Business Update – Monique Arellano, SBCOG and Tim Watkins, SBCTA**
   Receive an update on the new element of the event which will focus on engaging small businesses and member agency engagement.

5. **Senate Bill 1000 Equity Toolkit Update – Mairany Anaya, SBCOG**
   Receive a presentation on the completed Senate Bill 1000 (SB 1000) Equity Toolkit. This toolkit, funded by a Regional Early Action Planning Grant, provides jurisdictions the tools to comply with SB 1000.

   Attachment No. 1: Pg. 5

**Public Comment**
Brief Comments from the General Public

**ADJOURNMENT**

The next meeting of the City/County Manager’s Technical Advisory Committee is scheduled for **September 7, 2023**.
Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public’s right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility - The meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by phone at (909) 884-8276 or via email at clerkoftheboard@gosbcta.com and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at www.gosbcta.com/board/meetings-agendas/ at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed online at that web address. Agendas are also posted at 1170 W. 3rd Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

Agenda Actions – Items listed on both the “Consent Calendar” and “Discussion” contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

Closed Session Agenda Items – Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the President of the Board or Committee Chair (“President”) will announce the subject matter of the closed session. If reportable action is taken in closed session, the President shall report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item, except Board agenda items that were previously considered at a Policy Committee meeting where there was an opportunity for public comment. Individuals in attendance at SBCTA who desire to speak on an item may complete and turn in a "Request to Speak" form, specifying each item an individual wishes to speak on. Individuals may also indicate their desire to speak on an agenda item when the President asks for public comment. When recognized by the President, speakers should be prepared to step forward and announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The President or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Any individual who wishes to share written information with the Board may provide copies to the Clerk of the Board for distribution. Information provided as public testimony is not read into the record by the Clerk.

Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda. Any consent item that is pulled for discussion shall be treated as a discussion item, allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics

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to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

**Public Comment** – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board’s jurisdiction. Matters raised under “Public Comment” will not be acted upon at that meeting. See, “Public Testimony on an Item,” above.

**Disruptive or Prohibited Conduct** – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the President may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive or prohibited conduct includes without limitation addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Your cooperation is appreciated!
AGENDA

1. SB 1000 Overview
2. Toolkit Walkthrough
3. Next Steps
4. Q&A
Background and Context

- Project led by SBCTA/SBCOG.
- Goal is to develop a regionally-specific Senate Bill (SB) 1000 toolkit for use by local jurisdictions and stakeholders.
- Funded through SCAG's allocation of REAP 1.0 grants from the State.
- Met with State Office of Planning and Research and Office of the Attorney General, Bureau of Environmental Justice.

SB 1000 Overview

EJ in Planning
**The Planning for Healthy Communities Act**

- SB 1000 recognizes that the planning profession has power to influence health and equity outcomes.
- Requires local governments to identify any “disadvantaged communities (DACs)” in its jurisdiction when a city or county adopts or updates **two or more elements** of its general plan concurrently on or after January 1, 2018.

If DACs are identified, then local governments have two options:

**An EJ Element:** a separate new element in the general plan

**EJ Policies:** a set of EJ-related goals, policies, and objectives integrated in other elements

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**SB 1000 Process**

There are generally three steps to developing an EJ Element:

1. **Analysis**
   - Identify DACs, including unique or compounded risks

2. **Engagement**
   - Engagement with the community, especially in DACs, on a minimum of six topic areas related to environmental justice

3. **Policy Development**
   - Integration of goals, policies, and programs into the General Plan to address DAC priorities
EJ Screening

Method 1
CalEnviroScreen 4.0
- CalEnviroScreen composite score
- Areas with top 25% CalEnviroScreen score

Method 2
Low-income communities with disproportionate pollution burden
- Median Household Income
- PM2.5 percentile
- Diesel percentile
- Other pollution factors
- Areas at or below 80% of State and County AMI

Method 3
Community-specific data and groundtruthing
- Low Income Communities Disproportionately Affected by Environmental Pollution
- Review Community-Specific Data
- Verification through Community Engagement

Identified Disadvantaged Communities

EJ Element Engagement

- The core spirit of SB 1000 is to meaningfully engage community members throughout the planning process.
- In 2019, State’s environmental justice definition updated to: “the fair treatment and meaningful involvement of people of all races, cultures, incomes, and national origins, with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies.” - Gov. Code, § 65040.12(e)

The SB 1000 Equity Toolkit provides data analysis, model language, and other tools; however, jurisdictions must conduct their own local outreach and engagement.
## Policy Requirements

In EJ element or EJ policies:

- **Must minimally address six topic areas** (see list to the right) to reduce the unique or compounded health risks in DACs.
- Identify goals, policies, and actions that address health, equity, and environmental justice priorities and needs in DACs.

<table>
<thead>
<tr>
<th>Topic Area</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce Pollution Exposure</td>
<td>air quality, water quality, and land use compatibility</td>
</tr>
<tr>
<td>Promote Public Facilities</td>
<td>libraries, schools, childcare, health facilities, parks</td>
</tr>
<tr>
<td>Promote Food Access</td>
<td>grocery stores, farmers' markets, community gardens</td>
</tr>
<tr>
<td>Promote Safe and Sanitary Homes</td>
<td>housing location, quality, and affordability</td>
</tr>
<tr>
<td>Promote Physical Activity</td>
<td>walkability, bikeability, access to transit, traffic safety</td>
</tr>
<tr>
<td>Promote Civic Engagement</td>
<td>language access, participatory planning, consult DACs</td>
</tr>
</tbody>
</table>

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**SB 1000 Equity Toolkit**

[sb1000toolkit.com](http://sb1000toolkit.com)
SB 1000 Toolkit: Components

Tools for each step of the EJ Element process

**Prep**
- SB 1000 FAQ Primer (PDF)
- Summary of the Office of the Attorney General’s Comment Letters (PDF)
- Other outside tools in the Resource Library

**Analysis**
- EJ Summary Dashboard (ArcGIS)
- Data Exploration Map (ArcGIS)
- Overall Priority Equity Community Analysis (PowerBI)
- Race & Ethnicity Analysis (PowerBI)
- Hazard Vulnerability Analysis (PowerBI)

**Engagement**
- SB 1000 Community-Oriented Factsheet (PDF)
- SB 1000 Factsheet, for internal stakeholders (PDF)

**Policy Development**
- EJ Plan Builder (Website)
- Model Language for EJ Elements (PDF)

**Implementation**
- Racial Equity Assessment Tool (PDF)

Website Overview

Welcome to theSenate Bill 1000 (SB 1000) Equity Toolkit produced by the San Bernardino County Transportation Authority (SBCTA) and the San Bernardino Council of Governments (SBDOC). Scroll down to explore the toolkit's general policy tools, such as model Environmental Justice Element language, or go straight to the data dashboards to identify San Bernardino County's Priority Equity Communities.

Click the button below to take a deeper dive into SB 1000 and the design of this toolkit.
**Data Tools**

- Analysis
- Engagement
- Policy Development

**EJ Builder**

- Analysis
- Engagement
- Policy Development

**Topics**

- REDUCED POLLUTION EXPOSURE
- PROMOTE PUBLIC FACILITIES
- PROTECT POOR AGE
- PROTECT ELDERS
- PROTECT STUDENTS
- PROTECT COMMUNITIES
- PROTECT EJ BUILDERS

**Goal PE-1:** Priority Equity Communities have reduced daily exposure to air pollution, especially from the logistics and distribution industry.

**Related Goals and Actions**

- Goal PE-3: Enhance, at all levels and settings, access to green spaces and access to natural wonders facilities.
- Policy: Green Public Parks

**Actions for SBCTA**

- Actions for SBCTA
- Actions for SBCTA Equity Toolkit
Resource Library

Next Steps
Next Steps

Soft Launch (through end of August)
- July 27th: PDTF
- August 3rd: CCMTAC
- Feedback from planning staff
- Beta testing with SCAG, OPR, and AG’s Office
- One-on-one technical assistance

Full launch (September)
- SBCTA/SBCOG press release
- Webinars with partners (e.g., SCAG Toolkit Tuesday)
- One-on-one technical assistance

Comments

Want to submit written comments on the toolkit (by the end of August)
- Josh Lee
  - Deputy Director of Planning, San Bernardino County Transportation Authority
  - jlee@gosbcta.com

Interested in meeting one-on-one with the project team to use toolkit in your city?
- Juan Reynoso
  - Senior Planner, Raimi + Associates
  - juan@raimiassociates.com
Thanks!

Q&A
Disadvantaged communities (DACs) are defined as:

- An area identified by CalEPA pursuant to Section 39711 of the Health and Safety Code. CalEPA designates an area as a DAC if a census tract scores at or above 75% on CalEnviroScreen.

- An area that is a low-income area* disproportionately affected by environmental pollution and other hazards that can lead to negative health effects, exposure, or environmental degradation.

*Low-income area is defined as:
(1) an area with household incomes at or below 80 percent of the statewide median income; or
(2) an area with household incomes at or below the threshold designated as low income by the HCD list of state income limits adopted pursuant to Section 50093 of the Health and Safety Code.
Low-Income Threshold

- California’s Department of Housing and Community Development (HCD) releases annual state income data to determine low-income thresholds at a statewide and county level.
- Since the Census Bureau’s 2017-2021 American Community Survey is the most recently available income data, the 2021 HCD State Income Limits are referenced in the toolkit.
- The County AMI is lower than the statewide median income of $90,100.

<table>
<thead>
<tr>
<th></th>
<th>California</th>
<th>San Bernardino County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area Median Income (AMI)</td>
<td>$90,100</td>
<td>$77,500</td>
</tr>
<tr>
<td>80% of AMI</td>
<td>$72,080</td>
<td>$62,000</td>
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</tbody>
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2021 HCD State Income Limits

Spectrum of Public Participation

Increasing impact on decision

<table>
<thead>
<tr>
<th>Public Participation Goal</th>
<th>Inform</th>
<th>Consult</th>
<th>Involve</th>
<th>Collaborate</th>
<th>Empower</th>
</tr>
</thead>
<tbody>
<tr>
<td>To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.</td>
<td>To obtain public feedback on analysis, alternatives and/or decisions.</td>
<td>To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.</td>
<td>To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.</td>
<td>To place final decision making in the hands of the public.</td>
<td></td>
</tr>
</tbody>
</table>

Promise to the Public

We will keep you informed. We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. We will implement what you decide.
Opportunity to Intersect with Other Elements

1. Improving access to healthcare and social services
2. Addressing racism as a public health crisis
3. Advancing anti-displacement policies
4. Prioritizing climate change adaptation in DACs
5. Operationalizing equity into government structures and institutions
6. Preventing homelessness and supporting unhoused residents