

September 26, 2019

To: Honorable President and Members of the Social Service Human Relations Board

From: Eric Fonstein, Development Manager

Re: Review and Revise Draft 2020 Work Plan

Background

The City of Alameda's Municipal Code (AMC) states that one of the duties of the Social Service Human Relations Board (Board) is to adopt a plan for the performance of its delineated functions "with advice and consent of the City Council." The AMC further notes that, "The City Council and Board will meet at least once a year to review the plan."

The Board has been developing a Work Plan to determine the Board's future agenda items, establish priorities, and identify timeline. At the January 24, 2019 meeting of the Board, staff presented a draft 2019 SSHRB Work Plan. In preparing for the July 18, 2019 special meeting, staff revised the Draft Work Plan for 2019 for the Board's consideration. The Board decided to use this document as a starting point for the development of a formal work plan for the 2020 calendar year that will be discussed in more detail in future meetings and will ultimately be presented to the City Council.

Discussion

At the August 22, 2019 meeting, staff presented a draft Work Plan for calendar year 2020. The draft plan includes:

- Goals that correspond to the Board's responsibilities outlined in the AMC;
- Actions to achieve these goals; and
- Specific activities and outcomes to measure success.

As directed by SSHRB at the August 22 meeting, the draft plan delineates activities SSHRB currently performs and highlights new initiatives proposed for next year. Staff requests that the Board review and revise the draft 2020 Work Plan as needed with special attention to developing metrics to evaluate its efforts.

Recommendation

Staff recommends that the Board review and revise the draft 2020 Work Plan.

Attachment

Attachment A: Draft 2020 Work Plan