



Board of Trustees Meeting Minutes

January 14, 2016

2:00 – 4:00 PM

The Transpacific Center

1000 Broadway Ave, Suite 300

Jack London Conference Room

Oakland, CA 94607

Board of Trustees in Attendance: LeRonne Armstrong, Sara Bedford, Annie Campbell Washington, Wilma Chan, James Harris, Jumoke Hinton-Hodge, Nate Miley, Susan Muranishi, Curtiss Sarikey, Libby Schaaf, Nina Senn, Antwan Wilson.

Staff: Bridget Daly, Summer Jackson, Andrea Youngdahl

Guests: Dan Bellino, Alameda County Office of Education; Maggie Croushore, Office of the Mayor Schaaf; Alicia Dixon, Marcus Foster Education Fund; Jamila English, Office of City Council Member Campbell Washington; Alison Feldman, Urban Strategies Council; Julie Hadnot, Interagency Children's Policy Council; Karen Monroe, Alameda County Office of Education; Natasha Proctor, New Leaders Bay Area; Tanya Washington, Office of Supervisor Miley; Kareem Weaver, New Leaders Bay Area/NAACP.

Call to Order: Co-Chair James Harris called the meeting to order at 2:20pm.

1. WELCOME AND INTRODUCTIONS

Co-Chair Harris wished attendees a happy New Year. Trustees and guests introduced themselves.

2. ADOPTION OF MEETING MINUTES (Action Item)

Review and approval of the Youth Ventures JPA December 14, 2015 meeting minutes. Trustee Campbell Washington moved to approve the minutes. Trustee Bedford seconded the motion. There was no opposition or abstentions. The minutes were approved.

3. INTRODUCTION TO THE TRUSTEE BINDER

Interim CEO Andrea Youngdahl introduced new Trustee binders. The binders include legislative documents, updated Bylaws, meeting minutes, and the 2015-2016 meeting calendar. Trustees were asked to update their contact information so that it may also be included in each binder. The policy section is currently empty but will be filled in as policy documents are created.

4. UPDATE AND NEXT STEPS RE: REVISIONS TO BY-LAWS & JPA AGREEMENT

Approved bylaws were presented to the Trustees. Staff also presented a FAQ summary on the membership levels as outlined by the JPA agreement. . Andrea Youngdahl reviewed a summary of the definitions of "charter member," "member," "trustee," and answered some recurring questions as outlined in the FAQ.

The JPA Agreement with proposed amendments was presented to all three charter members (the City of Oakland, County of Alameda, and Oakland Unified School Board). Andrea proposed amendments to the agreement that removed and/or updated some outdated language. Once amended and approved by the Charter Members (legal counsels and governing boards) the document will be filed with the Secretary of State, which legally sustains the JPA. Co-Chair

Harris recommended that a representative from each Charter Member (the City of Oakland, Alameda County, and the Oakland Unified School District) bring the proposed edits of the agreement back to their member bodies for review and return to the next board meeting with revisions or an approval. Additionally, Andrea Youngdahl proposed a process that included sending the agreement to an attorney from each jurisdiction, setting up a conference call with all three to find consensus on common edits, then finally bringing the revised document to each of the governing boards for ratification. Trustees Annie Campbell Washington and Sara Bedford (the City of Oakland), Antwan Wilson (Oakland Unified School District), and Susan Muranishi (County of Alameda) all volunteered to bring the agreement back to their respective bodies for review.

Co-Chair Harris opened the topic up for public comment. Karen Monroe shared her thoughts about the JPA's current configuration and the Alameda County Office of Education's (ACOE) involvement. The ACOE is still deciding if it has a place in the JPA. There are various proposed structures for how the ACOE would be added to the JPA as a member, including "piggy-backing" on Alameda County's membership and contributing \$30,000. However, this is a large portion of ACOE's budget (which is small compared to other member's budgets). Trustee Hinton-Hodge commented that the ACOE would be a valuable member to the JPA due to their work across sectors and jurisdictions. Trustee Miley also commented that he is a strong proponent of having ACOE at the table given the fact that ACOE acts as a liaison between all superintendents of Alameda County. He added that if the financial contribution is an issue, then piggy-backing on the County could be a solution. Trustee Schaaf expressed a wish to have ACOE stay at the table and asked what would make the investment valuable to the ACOE? Karen Monroe responded that the best practices generated in this group are valuable, but wonders if the ACOE would have to be a member to follow up with those best practices. Co-Chair Harris expressed support for the ACOE becoming a member and asked Karen to join the next board meeting for further discussion. Trustee Chan responded that Alameda County would need to bring the proposal up for consideration to the County Board first if ACOE would like to join under the auspices of Alameda County. She will follow up with the JPA Administrative Team to confirm that this item would be ready to be discussed by the March JPA Board meeting. Karen Monroe agreed that the ACOE membership item could be placed on the Board's March Agenda.

5. SEARCH FIRM SELECTION PROCESS & RECOMMENDATION (Action Item)

Alicia Dixon provided a brief overview of how the Administrative Team determined their review process and subsequent recommendation for the CEO Search firm. The Board agreed at the December meeting that the CEO search process could be expedited by the use of a search firm. Marcus Foster, in collaboration with the Admin Team, created and circulated a Request For Proposals to 10 firms in mid-December. By the December 21st deadline, the Administrative Team received three proposals. Upon review of the three, the Admin Team unanimously agreed to present the Hawkins Company as their recommendation to the Board, based on their responsiveness to the RFP, experience with public entity recruitment, knowledge base around managing a collaborative group that is primarily government supported, and the cost-effectiveness of their proposal. Trustee Campbell Washington moved to adopt the recommendation. Trustee Curtiss Sarikey seconded the motion. No public comment. No oppositions or abstentions. The motion carried.

6. CEO HIRING PROCESS AND NEXT STEPS (Action Item)

Co-Chair Harris asked the Board to review the CEO search and hiring process timeline proposed by the Hawkins Company. The Hawkins Company would like to follow up with each Trustee by phone to get their feedback on the search and ideal candidate competencies. Trustee

Miley asked if it would be possible to have the entire Board meet with the candidates instead of having one recommended by the Search Committee. Andrea Youngdahl responded that she knew the Hawkins Company to be very open to that suggestion. Trustee Schaaf suggested having one group of Trustees conduct the initial interviews and a different group of Trustees conduct the final interviews. Then, once the final candidate(s) are chosen they can be presented to the Board. Trustee Schaaf added that any Trustee who wanted to participate in the final interview could elect to attend. Co-Chair Harris made an additional amendment to the proposed timeline that would include the full Board reviewing the final candidates. Trustee Campbell Washington moved to approve the search process with the amended timeline suggestions that include adding additional steps to the interview process and stipulating that at least two candidates come to the full Board. Trustee Bedford seconded the motion. There was no opposition or abstention. The motion carried.

7. APPOINT SEARCH COMMITTEE (Action Item)

The Search Committee commits to a couple meetings a month in the beginning of the search process, with the heavier amount of work in February and March. Members of the Administrative Team (Trustee Cox, Alicia Dixon, Trustee Bedford, Trustee Harris, Trustee Sarikey, Andrea Youngdahl, and David Silver) were appointed to the CEO Search Committee. Trustee Campbell Washington and Trustee Hinton-Hodge volunteered to serve on the Search Committee as well. The Committee agreed to identify a Chair of the Committee at a later date. Trustee Schaaf moved to approve the appointment of the Search Committee and Trustee Armstrong seconded the motion. There was no opposition and no abstentions. The motion carried.

8. YVJPA TREASURER NOMINATIONS (Action Item)

The Treasurer's main role is to liaison with the JPA CEO, the fiscal agent and the Audit Committee. Trustee Schaaf nominated Trustee Muranishi as candidate for Treasurer. Trustee Sarikey seconded the motion. There was no opposition or abstentions. The motion carried.

9. ELECTION OF NEW CO-CHAIRS (Action Item)

Trustee Miley moved to elect the nominated Co-Chairs (Trustees Chan, Schaaf, and Wilson). Trustee Bedford seconded the motion. There was no opposition or abstentions. The motion carried. Andrea Youngdahl acknowledged Co-Chairs Cox and Harris for their dedication, thanked them for their diligence during their term, and presented a gift to each as a token of appreciation.

10. KAISER GRANT PROPOSAL STATUS UPDATE

Trustee Sarikey shared that an almost \$16 million grant from the Kaiser Foundation that the Oakland Unified School District (\$12 million), the City of Oakland Promise Initiative (\$3 million) and the Youth Ventures JPA (\$826,500) applied for in 2015 has been nearly approved. As a first step for the JPA portion, the Kaiser team and the new Co-Chairs will meet to discuss the common vision and the relationship between both bodies. Following this meeting, an adjusted budget and workplan will be developed and submitted to Kaiser to complete the grant application process. Andrea Youngdahl will help hold this work on behalf of the JPA.

Trustee Schaaf explained that last spring when meeting with Greg Adams from the Kaiser Foundation about becoming a Co-Chair of the JPA Vision Committee, he expressed a wish to discuss possible funding and in-kind support for the JPA. Trustee Schaaf also reminded the Board of the Oakland Promise Launch and asked Board members to sign up as a Champion.

Trustee Wilson shared that the Oakland Promise will put kids in the position of being able to take for granted that they will be successful. It aims to bring many facets of the community together to help Oakland youth, which is a common goal the initiative shares with the JPA.

Trustee Hinton-Hodge asked how Kaiser will see the JPA driving the work of the Oakland Promise. Trustee Schaaf clarified that there are three separate grants within the \$16 million Kaiser grant. The JPA will receive its own \$826,500 grant (over 18 months) to support its own work. Trustee Hinton Hodge also asked about the parameters of this contribution. Trustee Sarikey replied that this grant is more of a big-vision contribution. The work that the grant supports will be embedded in Kaiser's leadership work plans to model their executive and leadership teams around the work the JPA does toward building a healthy Oakland.

There is a Board retreat tentatively scheduled for sometime in April 2016. Andrea Youngdahl asked the Board if they would like to schedule a specific time. The Board agreed that a 3-hour afternoon meeting would be best to discuss the CEO search and Kaiser grant. The Board suggested April 21 from 1 - 4pm. JPA staff will check this time with Board schedulers.

Trustee Campbell Washington announced that she is working on a Sugar Sweet and Beverage tax on the November 2016 ballot and stated that a JPA endorsement, campaign support, and time with the Health Committee would be beneficial to this work. The tax would potentially bring in \$11 - \$12 million dollars a year that can be spent on children's health initiatives.

11. PUBLIC COMMENT

There was no public comment.

12. ADJOURN REGULAR BOARD MEETING

Co-Chair Harris thanked the Board and adjourned the meeting at 3:27pm.

The next Youth Ventures Joint Powers Authority regular board meeting is **Thursday, March 3, 2016, 2:00 PM to 4:00 PM** at 1000 Broadway 3rd Floor - Jack London Conference Room.