



Keep Hayward Clean and Green (KHCG)
Task Force (TF) Meeting Notes
Remote Participation
September 24, 2020

I. Call to Order

Meeting called to order by Chair Divine at 7:01 p.m.

II. Pledge of Allegiance:

Pledge of Allegiance led by Task Force Member Lopez

III. Roll Call:

City Council & Staff: Council Member Márquez; Todd Rullman, Director of Maintenance Services; Kimberly DeLand, Administrative Supervisor; Cecilia Melero, Senior Secretary, and Elizabeth Scott, Senior Secretary

Task Force Members Present: Blytha Bowers, Raul Chavez, Danielle Dedrick, Alison Divine, Jeffrey Haman, Rodney Hankins, Wilfredo Hoffer, Chuck Horner, Summer Jackson, Patrick Kariuki, Esther Lopez, Ron Maldonado, Bert Manzo, Reanne Meighan, Melissa Milleman, Edward Moore, Chiemeka Okoronkwo, Debra Patton, Krysta Penfield, Alejandro Quezada, Scott Schroder, Lisa Sharp, Jessica Stanley, Jason Yeates, Jacquelyn Young, and Jean-Yee Yu

Task Force Members Absent: Adam Murphy, Adithya Naresh, and Gerald Sannebeck

Youth Commission Liaison: N/A

Guest (Visitor Sign-In):

IV. Public Comments:

Jannah Alcasid: I am a student at Cal State East Bay and have been a resident of Hayward for seven years. I would like to bring to your attention the problem with Personal Protection Equipment (PPE) within the community. In the mist of the pandemic and as more people continue to wear PPEs to prevent the spread of the virus, the more PPE waste has been found as litter. This is a pressing issue and poses a risk and environmental hazard to the community. I often see mask, gloves, and sanitizing wipes on the street and in the parking lots. This not only adds work to community cleanups, but this could potentially be a source of the community spread of the virus through waste collectors and sanitary workers.

Most PPE waste is made of plastic, is non-recyclable, and increases plastic pollution. It is important that we decrease the spread of COVID-19, but we also need to keep our community clean and safe. We need to promote responsible behavior for proper PPE disposal and litter prevention. I urge the Task Force Members to consider this issue and take action because public health crisis should not add to pollution crisis.

V. Approval of Meeting Minutes from July 23, 2020

It was motioned/seconded by Vice Chairs Manzo and Haman and passed by majority vote to approve the July 23, 2020 meeting minutes 18:0:8 (3 absent).

VI. Presentations

a. Financial Report FY21

Kimberly DeLand: We will use \$460 during the Fiscal Year to cover the data plan for the Surface Pro. On Page 2, you will see that if we allocation \$1,000 per event for your January and March events, your annual balance will be \$40

b. KHCG Background & Member Participation Expectations

Chair Divine: Background: KHCG was created by former Hayward Mayor Michael Sweeney. Next year for are continuing our two-prong approach by (1) holding fewer, larger cleanup events with additional community partners; and (2) Actively managing and promoting Adopt-A-Block to encourage individuals to keep neighborhoods tidy.

Role: Each Task Force Member will be required to actively participate in at least one of the following subcommittees to ensure work remains moving between regular Task Force meetings. At each meeting, these groups will be required to report on the work conducted since the last meeting and the status of any current projects.

Over the next month, please review the subcommittees and decide which will be your top three subcommittee choices. Please email your choices to me and Kimberly. The subcommittee choices are: Event Planning, Community Engagement, Adopt-A-Block, Policy Coordination, Community Events & Swag, Beautification, and Education.

Attendance: Our bylaws state that members are required to “attend no less than seventy-five percent of all regular activities, including but may not be limited to meetings, special events and clean-ups, held by the Task Force.” Going forward, we want to clarify that Task Force members are expected to attend all cleanup events, all Downtown Hayward Street Parties (June, July, and August) and Science in the Park (every other year). We expect a 90% attendance rate and anything below 75% results in automatic referral to the City Clerk. With respect to each member’s privacy, if there is a question regarding specific member attendance excusals, please contact the secretary and chair and it will be addressed on an individual basis outside of the meeting.

The reminder of the document is from our Bylaws and Council’s Appointed Officials Handbook that speaks to our attendance policy.

Are there any questions?

VII. Action Items

- a. Election Ad Hoc Committee:** next month will take nominations for our leadership team for new Chair and two new Vice Chairs. As part of our bylaws, we create an Election Ad Hoc Committee, which will include a few of our Task Force Members who will bring nominations forward for these positions and the Task Force will vote on these positions. In addition, members outside of the Election Ad Hoc Committee can nominate individuals for these positions.

Please raise your hand if you want to serve on the Election Ad Hoc Committee. The following individual volunteers to serve on this committee: Patrick Kariuki, Jessica Stanley, Jeff Haman, Jacquelyn Young, and Ali Divine.

VIII. Community Cleanups and Upcoming Events

Chair Ali Divine: After next month, when we receive your sub-committee choices, we will set the new sub-committees and the event planning will begin. The upcoming events for next year are:

- a. **Mt. Eden Park 01/23/21**
- b. **St. Joachim Catholic Church 03/27/21**
- c. **Citywide Cleanup @ Weekes Park 03/21/21**

Task Force Member Young: are we still doing the event with CSUEB?

Chair Ali Divine: Yes, we will have that event, but we mention the three recent events.

Announcements/Updates

- a. **Council Member Updates**

Council Member Márquez: N/A

- b. **Staff Update**

Director Rullman: The Task Force budget is usually \$10,000. The budget was reduced because the number of events was reduced so the budget was reduced from \$10,000 to \$2,500. If it looks like we will proceed with the events, the mid-year budget process allows us to make some adjustments to request for additional funds.

- c. **Chair Updates**

Chair Ali Divine: None

IX. Adjournment (7:23 PM)