



DATE: July 27, 2021

TO: Mayor and City Council

FROM: City Clerk

SUBJECT: Annual City Commissions Interviews: Interview Applicants for Community Services Commission, Library Commission, and Planning Commission; and Consider Keep Hayward Clean and Green Task Force (KHCGTF) Applicants Selected by the KHCGTF Subcommittee

RECOMMENDATION

That the Council interviews applicants for service on the Community Services Commission, Library Commission, and Planning Commission; and considers the recommendation from the Keep Hayward Clean and Green Task Force Subcommittee.

SUMMARY AND DISCUSSION

The annual recruitment for Commissions and the Keep Hayward Clean and Green Task Force (KHCGTF) was conducted from April 13, 2021, through June 30, 2021. Ninety-one applications were received by the submission deadline and eighty-five applicants qualified to be considered for appointment. Five applications that were inadvertently excluded in the July 6, 2021 Council report were made available to the Council via a Supplemental File before members of the Council selected applicants. The updated list is provided as Attachment II.

On July 16, 2021, the KHCGTF Subcommittee, comprising KHCGTF Members Esther Lopez, Jerry Sannebeck, Jessica Stanley, and Jean Yee-Yu interviewed fourteen applicants who had indicated the KHCGTF as their first preference for service. At the conclusion of the interviews, the Subcommittee selected and recommended nine applicants to the Council for service on the KHCGTF. The list is available as Attachment III.

Members of the Council reviewed and pre-screened all applications and individually communicated their selections to the City Clerk. There were eighteen applicants who received at least three points. In an effort to create a good ratio and pool of applicants for service on the Community Services Commission, five applicants who received two points were added to the list of selected individuals. Therefore, a total of twenty-three applicants were invited to interview with the Council on July 27, 2021. The list of selected applicants is available as Attachment IV. Attachment IV contains the interview schedule by preference for service.

Staff recommends that the Council establish a waitlist of applicants by meeting body and rank applicants in order of preference. The list would be valid for one year and expire when

Council appoints new members during the next annual appointment process. Additionally, staff recommends following the appointment process for selecting members from the waitlist that was established by the Council in 2020. The City Clerk would submit a staff report to the Council recommending approval of a resignation and a second staff report recommending appointment of a new member to fulfill the unexpired term. The City Clerk would select the applicant from the waitlist based on ranking by meeting body and would confirm the applicant continues to be interested in serving and meets the eligibility criteria.

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC ROADMAP

This agenda item relates to a project outlined in the Council's Strategic Roadmap. Staff engaged a GARE (Government Alliance on Race and Equity) City staff team member, Marcus Martinez, and University of Berkeley student and City Clerk intern, Daisy Romero, to collect and analyze data pertaining to the composition of members of Council's appointed bodies and conduct empathy interviews with staff liaisons to Council's appointed bodies. These efforts sought to eliminate racial inequities, mitigate unintended consequences, and advance the goals of the Commitment for an Inclusive, Equitable and Compassionate Community and the 2020 Racial Equity Action Plan. The City made great progress with the passage of Measure OO in November of 2020, which made it possible for Hayward residents to be civically engaged regardless of whether they are registered or eligible to be registered to vote. During this recruitment, staff utilized social media and mailers to communicate this information to community members and also focused efforts in areas lacking representation on current meeting bodies. While staff has made progress in increasing recruitment efforts with an equity lens in mind and engaging community partners, staff acknowledges that measurable results will be accomplished over a couple of years. It is the ultimate goal to have Council's appointed bodies from diverse backgrounds reflecting a diverse, equitable and inclusive community. Attachment VI includes data collected for each meeting body. Results of the analysis and empathy interviews conducted revealed the desire to have more representation from: female African American, Latinx, Asian American Pacific Islander, Sikh, Muslim backgrounds; younger perspective; LGBTQ+ community; more blue-collar residents; new immigrants; and lower income communities.

PUBLIC CONTACT

The agenda was posted in accordance with the Brown Act and selected applicants were invited to interview with the City Council.

NEXT STEPS

Applicants selected to fill the current vacancies will be officially appointed and sworn in on September 21, 2021.

Prepared and Recommended by: Miriam Lens, City Clerk

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager