



Chair  
Supervisor Carole Groom

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## UCC Board of Directors' Meeting Summary December 4, 2019

Alameda:	Supervisor Keith Carson, Susan Muranishi, Amy Shrago, Monica Miller
Contra Costa:	Supervisor Federal Glover, Supervisor Karen Mitchoff, David Twa, Michelle Rubalcava
Fresno:	Supervisor Buddy Mendes, Jeannie Figueroa
Los Angeles:	Patricia Carbajal, Sashi Hamai, Samara Ashley, Fesia Davenport, Donna Seitz
Orange:	Supervisor Lisa Bartlett, Supervisor Doug Chaffee, Megan Dutra, Frank Kim, Peter DeMarco, LaShe Rodriguez, Nicole Wordelman, Amy Jenkins
Riverside:	Supervisor Chuck Washington, Brian Nestande
Sacramento:	Supervisor Susan Peters, Steve Cruz, Audrey Ratajczak
San Bernardino:	Josh Candelaria (Alternate), Nicole Wordelman
San Diego:	Geoff Patnoe (Alternate), Denise Becerra, Nerea Urtasun, Jim Gross
San Francisco:	
San Joaquin:	Supervisor Bob Elliott, Jolena Voorhis
San Mateo:	Supervisor Carole Groom, Connie Juarez-Diroll, Mike Callagy, Steve Cruz, Devon Anderson, Amanda Richie, Stacy Dwelley, Madison Dwelley, Kristin King
Santa Clara:	Supervisor Susan Ellenberg, Derrick Seaver, Danielle Christian, Michael Rattigan
Ventura:	Supervisor Kelly Long, Sue Hughes, Michael Powers, Rosa Gonzalez
UCC:	Elizabeth Espinosa, Jean Hurst, Kelly Brooks, Grace Ferguson
Sponsors:	Barclays, Citigroup, HdL, Kaiser Permanente, LexisNexis VitalChek, PARS

### I. Call to Order

UCC Chair Supervisor Carole Groom convened the meeting and called the members to order.

### II. Roll Call of Counties

There were twelve supervisors, two alternates and 13 counties represented at this meeting.

### III. Approval of Minutes from the October 28, 2019 UCC Board Meeting – APPROVED

A motion was made to approve the October 28, 2019 minutes and below is the vote count:

Member	County	Yes	No	Absent	Not Voting
Supervisor Groom, Chair	San Mateo	X			

Supervisor Kelly Long, Vice-Chair	Ventura	X			
Supervisor Carson	Alameda	X			
Supervisor Glover	Contra Costa	X			
Supervisor Mendes	Fresno	X			
Supervisor Ridley- Thomas	Los Angeles			X	
Supervisor Bartlett	Orange	X			
Supervisor Washington	Riverside	X			
Supervisor Peters	Sacramento	X			
Supervisor Hagman (Alternate)	San Bernardino	X			
Supervisor Fletcher (Alternate)	San Diego	X			
Vacant	San Francisco			X	
Supervisor Elliott	San Joaquin	X			
Supervisor Ellenberg	Santa Clara	X			
<b>Vote Total</b>		<b>12</b>		<b>2</b>	

#### IV. 2019 Year in Review: Update on Association Activities

UCC's interim advocacy team provided an overview of the transition that has been taking place for UCC's organization, noting steps and action taken on branding efforts, logo and the new website that will be unveiled in 2020. They have taken proactive steps towards the modernization of UCC, facilitating a new organizational structure and elevation of the associations profile. They have also sought direction from the Board on recommendations on financial policies and practices. Also provided was a detailed handout in the agenda packet of a table that notes key accomplishments in 2019 listed in five (5) categories titled below:

- Association Management
- Advocacy
- Branding
- Financial Review/Audit
- Organizational Improvements

Supervisor Long thanked the advocacy team for their efforts and appreciated the summary they provided of what has been done thus far. She also thanked the Ad Hoc Committee members for their participation and great work.

#### V. Adoption of UCC Financial Policies – Action Item -- APPROVED

Staff provided a summary of the financial recommendations being made for the Boards consideration noting the improvement of transparency in the organization. The summary of the recommendations are as follows:

- Establish a finance committee comprised of the UCC Vice-Chair and another Board member or designated county staff with the Vice-Chair serving as the committee chair.
  - **Recommendation #1: Direct staff to prepare amended bylaws to include a Financial Committee with the accompanying responsibilities and practices for the Board's consideration.**

- Establish a reserve policy, noting this will be drafted internally and presented to the Board.
  - **Recommendation #2: Direct staff to document internal policy changes. Once the Financial Committee is established, direct the Committee to develop a plan for remaining reserves.**
- Update Internal financial procedures.
  - **Recommendation #3: Direct staff to prepare amended bylaws to include an updated audit requirement that is consistent with federal and state law and best practices.**
- Establish policies and practices for financial reports to the Board.
  - **Recommendation #4: Direct staff to document these policy changes for implementation at the next appropriate UCC Board meeting.**

Supervisor Peters from Sacramento county acknowledged staffs audit efforts noting that UCC should have some type of an audit system (noting the terminology may be for a different type of an audit).

A motion was made to approve the four (4) recommendations and approved unanimously. Below is the vote count:

Member	County	Yes	No	Absent	Not Voting
Supervisor Groom, Chair	San Mateo	X			
Supervisor Kelly Long, Vice-Chair	Ventura	X			
Supervisor Carson	Alameda	X			
Supervisor Glover	Contra Costa	X			
Supervisor Mendes	Fresno	X			
Supervisor Ridley-Thomas	Los Angeles			X	
Supervisor Bartlett	Orange	X			
Supervisor Washington	Riverside	X			
Supervisor Peters	Sacramento	X			
Supervisor Hagman (Alternate)	San Bernardino	X			
Supervisor Fletcher (Alternate)	San Diego	X			
Vacant	San Francisco			X	
Supervisor Elliott	San Joaquin	X			
Supervisor Ellenberg	Santa Clara	X			
<b>Vote Total</b>		<b>12</b>		<b>2</b>	

## VI. Proposed 2020 Legislative Priorities – Action Item - APPROVED

Staff provided a handout listing the Proposed 2020 Legislative Priorities, noting that these will not be the only items that UCC will be focusing on; however they wanted to provide a narrow list of what is most important to the board.

Staff went through a brainstorming process in the Fall with county legislative affairs managers and the urban county lobbying corps, which is how they landed on a set of priorities. These priorities are integrated issues that will affect counties at their core safety net and most vulnerable population. The

focus was also on county services, creating an opportunity to educate legislative members and have UCC be a recognized voice. Staff provided a summary on the proposed priorities. Note: A document was included in the packet with the details listed in bullet points.

**Homelessness** – Focus will be on longer-term solutions; what to do after emergency shelter care and assisting people from crisis situations into wellness and a healthy life.

**Mental Health Services act (MHSA)** – Supporting flexibility at the county level. Staff will be engaged in a lot of dialog this next legislative session, noting that the counties are the best place for these monies to be used.

**California Advancing and Improving Medi-Cal (CalAIM)** – Staff emphasized on the need to be engaged in the discussions to ensure resources are continuing to be available. Once the Governor’s Budget is released more information will be available.

Supervisor Ellenberg from Santa Clara county commented that these Legislative Policies reflect exactly where we should be. She noted that there was not anything in the policies that focused on children, which she believes there is a role for counties to play. Supervisor Groom from San Mateo county recommended that the new board chair, when appointed, could appoint a task force on the issue.

A motion was made to approve the 2020 Legislative Policies, *with a note to include Supervisor Ellenberg’s comment on adding a piece that will focus on children*, and approved unanimously. Below is the vote count:

Member	County	Yes	No	Absent	Not Voting
Supervisor Groom, Chair	San Mateo	X			
Supervisor Kelly Long, Vice-Chair	Ventura	X			
Supervisor Carson	Alameda	X			
Supervisor Glover	Contra Costa	X			
Supervisor Mendes	Fresno	X			
Supervisor Ridley-Thomas	Los Angeles			X	
Supervisor Bartlett	Orange	X			
Supervisor Washington	Riverside	X			
Supervisor Peters	Sacramento	X			
Supervisor Hagman (Alternate)	San Bernardino	X			
Supervisor Fletcher (Alternate)	San Diego	X			
Vacant	San Francisco			X	
Supervisor Elliott	San Joaquin	X			
Supervisor Ellenberg	Santa Clara	X			
<b>Vote Total</b>		<b>12</b>		<b>2</b>	

**VII. Recommendation of Legislative Advocacy/Association Management Firm(s) – Action Item – APPROVED**

Supervisor Long noted to the Board that the Ad Hoc Committee went through the interview process for the Legislative Advocacy and Association Management Firms and introduced Josh Candelaria from

San Bernardino county, who has been acting UCC Manager during the interim to present to the Board.

Mr. Candelaria provided the historical background on how the process began upon the departure of UCCs Executive Director in December 2018, and the initiation of the process to conduct an organizational review of UCC with the goal of ensuring urban counties have a distinct and effective advocacy voice at the State Capitol.

On October 21, 2019, the Ad Hoc Committee authorized a RFP for State and Legislative Advocacy and Association Management Services. On November 12, 2019 responses were received by the following firms: Capitol Advocacy, Corbin and Kaiser, Hurst Brooks and Espinosa (HBE) and Lang, Hansen, O’Malley & Miller (LHOM), Mercury Public Affairs, Nielsen Merksamer, and Townsend Public Affairs. On November 20, 2019 the Ad Hoc Committee interviewed Capitol Advocacy, HBE and LHOM, Mercury Public Affairs, and Nielsen Merksamer.

The Ad Hoc Committee recommended HBE and LHOM for a one-year contract. The contract would be from December 4, 2019 through November 30, 2020 with the option to extend for a two-year period, to provide state advocacy and association management services. HBE would serve as the principal contractor and subcontract with LHOM to provide the role of strategic influencer.

**Recommendation: To terminate the existing contract with HBE and start a new contract with HBE and LHOM effective December 4, 2019, to prepare for next year’s legislative session.**

A motion was made to approve the recommendation and approved unanimously. Below is the vote count:

Member	County	Yes	No	Absent	Not Voting
Supervisor Groom, Chair	San Mateo	X			
Supervisor Kelly Long, Vice-Chair	Ventura	X			
Supervisor Carson	Alameda	X			
Supervisor Glover	Contra Costa	X			
Supervisor Mendes	Fresno	X			
Supervisor Ridley-Thomas	Los Angeles			X	
Supervisor Bartlett	Orange	X			
Supervisor Washington	Riverside	X			
Supervisor Peters	Sacramento	X			
Supervisor Hagman (Alternate)	San Bernardino	X			
Supervisor Fletcher (Alternate)	San Diego	X			
Vacant	San Francisco			X	
Supervisor Elliott	San Joaquin	X			
Supervisor Ellenberg	Santa Clara	X			
<b>Vote Total</b>		<b>12</b>		<b>2</b>	

## VIII. Public Comment

No public comments were made.

**XI. Adjournment**

**Update:** The next UCC Board of Directors' Meeting will be held on **Wednesday, January 22, 2020.**  
This meeting will be held via conference call.