



Board of Directors Meeting

Wednesday, November 7, 2018

6:00 pm

City of Hayward

Council Chambers

777 B Street,

Hayward, CA 94544

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting materials, should contact the Clerk of the Board at least 2 working days before the meeting at (510) 736-4981 or Scabrera@ebce.org.

If you have anything that you wish to be distributed to the Committee, please hand it to the clerk who will distribute the information to the Committee members and other staff. Please bring at least 15 copies.

1. Welcome & Roll Call

2. Pledge of Allegiance

3. Public Comment

This item is reserved for persons wishing to address the Committee on any EBCE-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. As with all public comment, members of the public who wish to address the Committee are customarily limited to three minutes per speaker. The Committee Chair may increase or decrease the time allotted to each speaker.

CONSENT AGENDA

4. Approval of Minutes from October 17, 2018

5. Contracts entered into (Informational Item)

REGULAR AGENDA

6. CEO REPORT

- A. Executive Committee Meeting;
- B. Marketing and Outreach update;
- C. Local Development Business Plan Update; and
- D. Update on Opt-out

7. Community Advisory Committee Report

8. Adopt Resolution Amending the Conflict of Interest Code to Update the Conflict of Interest Code (Action Item)

Adopt Resolution amending the EBCE Conflict of Interest Code to add 1 current and six new positions:

1. Director of Public Affairs;
2. Senior Director of Public Affairs;
3. Vice-President of Technology and Data Analytics;
4. Director of Government and Community Affairs;
5. Finance Manager;
6. Deputy General Counsel; and
7. Clerk of the Board

9. Formation of Two Board of Directors Sub-Committees (Action item)

Form two additional Sub-Committees to the Board of Directors:

- A. Sub-Committee on Marketing, Regulatory and Legislative Matters
- B. Sub-Committee on Finance, Administration and Procurement

10. New Office Space (Action item))

Approve staff recommendation to pursue negotiation of an office space lease agreement to bring to the Board for approval in the first quarter of 2019. EBCE office space selection will be based on the following five criteria:

1. Adjacent to a BART station;
2. Centrally located in Alameda County (Emeryville, Oakland, San Leandro, Hayward, Castro Valley);
3. Class A office space able to accommodate 30 to 40 staff;
4. Large enough conference room to host Community Advisory Committee, Executive Committee and Sub-Committee meetings; and
5. 2019 lease cost within EBCE's approved budget

11. Board Member and Staff Announcements including requests to place items on future Board Agendas

- 12. Adjournment - to Date:** Wednesday, December 5, 2018
Location: City of Hayward,
Council Chambers
777 B Street
Hayward, CA 94541