

## **AGENDA**

## **North Richmond Mitigation Fee Committee**

**Richmond City Council Chambers - 440** Friday, October 18, 2024 2:00 PM Civic Center Plaza - Richmond, Ca Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee 1. Roll Call and Introductions 2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes). APPROVE the May 17, 2024 Meeting Minutes 3. **24-3351** Attachments: 3. Minutes 5-17-2024.pdf RECEIVE Actual Tonnage and Revenue update - Final for 2023/24 4.a. 24-3405 Attachments: 4.a. Actual Payments 23 24.pdf RECEIVE Summary Close-Out of Expenditures - Final for 2023/2024 EP 4.b. **24-3406** Attachments: 4.b. 23-24 Close-Out.pdf 5. RECEIVE report regarding Fred Jackson Way Street Banners **24-3352** Attachments: 5. StaffReport Banners.pdf NOMINATE and ELECT Chairperson and Vice Chairperson pursuant to the **6. TMP-6462** Committee Bylaws Attachments: 6. StaffReport Chairperson.pdf

The next meeting is currently scheduled for May 16, 2025.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 30 Muir Rd, Martinez, Ca 94553, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.contracosta.ca.gov. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Justin Sullivan (925) 655-2914.



1025 ESCOBAR STREET MARTINEZ, CA 94553

## Staff Report

**File #:** 24-3351 **Agenda Date:** 10/18/2024 **Agenda #:** 3.

Advisory Board: North Richmond Mitigation Fee Committee

Subject: May 17, 2024 Minutes

Recommendation(s)/Next Step(s):

APPROVE the the May 17, 2024 Meeting minutes.

# Meeting of the North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee

## Friday, May 17, 2024 2:00 pm - 5:00 pm

Richmond City Council Chambers | 440 Civic Center Plaza | Richmond, CA 9480

#### Members:

Dulce Galicia, **Chair** NRMAC Representative: Unincorporated Area John Gioia, **Vice Chair** Contra Costa County Supervisor Annie King-Meredith, Richmond Incorporated Area Resident Beverly Scott, NRMAC Representative: Unincorporated Area Doria Robinson, Richmond City Councilmember Eduardo Martinez, Richmond City Councilmember Melvin Willis, Richmond City Councilmember

#### **Members Present:**

Dulce Galicia, **Chair** NRMAC Representative: Unincorporated Area Annie King-Meredith, Richmond Incorporated Area Resident Beverly Scott, NRMAC Representative: Unincorporated Area Melvin Willis, Richmond City Councilmember Tania Pulido, Alternate Contra Costa County Supervisor

#### **Meeting Agenda:**

- 1. Welcome and Introductions. Chair Galicia called the meeting to order at 2:01.
- 2. Public Comment on any item not on the agenda (not to exceed 2 minutes). Stephanie Ny provided comment about the North Richmond Mobile Tool Library and that they are hiring an employee to staff the library.
- 3. *APPROVE* the October 20, 2023 Meeting Minutes. Willis motioned to approve the minutes. Pulido Seconded. Motion approved unanimously. (Galicia Aye, King-Meredith Aye, Scott Aye, Pulido Aye, Willis Aye)
- 4. RECEIVE the following reports:
  - a. Committee Board Advisory Body Annual Report 2023

Staff highlighted accomplishments, attendance and other activities completed in 2023. Staff noted that they still need updated training forms from some committee members.

b. Actual Tonnage & Revenue Update – 2023/2024

Staff provided an update on actual tonnage and revenue received at the Golden Bear Transfer Station from July 2023 through March 2024. Staff also provided an assumed average for the remainder of the year to estimate a surplus of revenue compared to what was projected. This projected also highlighted a surplus of processible tonnage and a shortfall of solid waste tonnage. Staff provided a breakdown of tonnage received year over year since Fiscal Year 2017/2018, which showed the percentage change of processible and solid waste tonnage. Staff mentioned to the Committee that this shift of decreasing solid waste tonnage and increasing processible tonnage may be a result of new state laws, like SB 1383, and we can expect this trend to continue. Galicia asked what is done with surplus revenue. Staff clarified that surplus revenue would be deposited to the fund where revenue is held and kept on hand as reverses to be allocated in a future year. Galicia asked if this tonnage is just the County

and City of Richmond. Staff clarified that this is all tonnage going to this facility and could be from other jurisdicitions.

#### c. Tonnage & Revenue Projection – 2024/2025

Staff provided the facility operator projection on the amount of material and mitigation revenue for FY 24/25. Staff also provided a table that included projected and actual revenue for the past six years. The Committee had previously asked how we can get more accurate revenue projections, so staff utilized a combination of methodologies and models to determine a projection for FY 24/25. This included utilizing the facility's projections, anticipated revenue for the existing year, as well as historical actual revenue to determine a projected revenue for FY 24/25. Willis thanked staff for incorporating multiple models when determining projected revenue. Galicia asked since were in the negative, does surplus revenue pay off deficit? Staff clarified that we may budget more than expected revenue, but we don't normally expend the full budget. Actual expenditures are what we should compare to revenue and that staff incorporates a contingency line item in the budget as a cushion to protect against unexpected costs.

#### d. Right-of-Way Clean-up Tonnage from Hot Spot Crew

Staff provided a chart that shows the tonnage collected from by the Hot Spot Crew through March of 2024. Willis mentioned there were some unhoused encampment abatement efforts last year, which may account for some of the tonnage.

#### e. Expenditure Plan Strategy Progress Report Updates

Staff provided strategy reports for all strategies in the Expenditure plan for July 2023-March 2024. The Committee previously requested data be provided in another format, so staff provided four tables to help highlight the outcomes of strategies 1, 2, 5, & 6. One major highlight was the amount of disposal vouchers distributed by CHDC. King-Meredith mentioned some hot spots of illegal dumping in the right-of-way and railroad and asked if Code Enforcement was aware of these locations. Staff clarified the Hot Spot Crew is responsible for the right-of-way and the public should call CHDC to report illegal dumping in the right-of-way. CHDC will refer these instances to the Hot Spot Crew for pick-up. Staff will follow up with Code Enforcement regarding the railroad hot spots. Galicia asked if there was a specific contact for the railroad. Pulido mentioned they have a contact for the railroad and would follow up with CHDC to reach out to the railroad companies. Galicia asked if there are any "No Dumping" signs at the railroad crossings. Staff know there are signs in the community but were unsure if there were any signs at the railroad crossings.

Staff also provided a detailed map, and pictures of clean-ups performed under strategy 10. The Committee thanked staff for the extra details.

#### f. Camera Report

Staff provided updates about the City of Richmond's FLOCK camera operations. City PD expressed positive feedback on cameras, but clarified the cameras are primarily for other crimes and not illegal dumping. Staff also provided an update about the County's pilot to test different surveillance camera vendors. The pilots captured evidence in two instances, but the best use of the cameras was as a deterrent and dumping decreased where cameras were located. Overall, it was undetermined if surveillance cameras were a cost-effective approach to preventing illegal dumping. Galicia asked if anyone from North Richmond is involved in the Couty Pilot. Staff explained this is a county-wide effort led by the County's Illegal Dumping Think Tank. One NRMF Committee staff member is involved in the Think Tank and Deputy Sakai is also involved.

King-Meredith asked about street sweeping and if we update the street sweeping signs. Cars are not moving, and street sweeping isn't properly occurring. Pulido mentioned that the Supervisor's office worked with Public Works to update the signs, and the deputy is now ticketing vehicles. CHDC and the County distributed outreach to inform all residents about street sweeping requirements in advance of the deputy conducting enforcement. Pulido mentioned an effort to improve street lighting to deter dumping and that Public Works staff will be coming to the NRMAC meeting to give updates.

- 5. *DISCUSS* and *APPROVE* the 2024/2025 Expenditure Plan to be recommended for adoption by the Richmond City Council and County Board of Supervisors, which includes:
- a. Funding allocations for Strategy within the Expenditure Plan; including advanced payment requests Staff provided a recommended funding plan for FY 24/25. Changes included increasing Strategy 1 budget from \$2,000 to \$6,500. This increase was designed to address the increased number of vouchers issued by CHDC as well as cover printing costs to purchase new voucher booklets. The recommended funding plan also decreased the budget for Strategy 4.B. from \$20,000 to \$5,000. Staff haven't received expenditure requests from Republic for this Strategy over the last two years. Staff do not anticipate costs in FY 24/25, but decided to retain a portion of funding if needed. Changes also included decreasing Strategy 8 funding from \$26,666.67 to \$13,000. Historically the City of Richmond Code Enforcement was not billing the full amount budgeted. Staff spoke with the City and the City indicated they can't dedicate more staff time to North Richmond and suggested reducing the budget. Staff also modified the Contingency line item to ten (10) percent of the projected revenue for FY 24/25.

In addition to these changes, staff highlighted that this recommendation reduces our reliance on roll-over funding from prior EP cycles. Scott asked if the Contingency was a higher percentage. Staff clarified that it wasn't higher than ten percent. King-Meredith requested the Committee increase the amount allocated to Strategy 12. King-Meredith would like more outreach and mentioned bringing back banners along Fred Jackson Way. Scott asked King-Meredith where this increase should come from. King-Meredith asked staff if there was any funding that could be used to increase Strategy 12. Staff mentioned rollover funding could be used, but staff reduced reliance on rollover funding at the direction of the Committee during the October 2023 meeting. Staff could come back with more details including cost estimates for banners. Staff highlighted the variety of existing outreach that is being completed and advocated that digital could be an opportunity to leverage cost-effective outreach. Scott suggested we take an equal portion from Strategy ten (10) & thirteen (13) to cover the increased costs for banners. Staff clarified we would be in contract by October 2024, so it is unlikely we pull money from Strategy ten (10) & thirteen (13), but staff could use rollover funding.

b. All remaining elements of the 2024/2025 Expenditure Plan.

Staff also made language changes to Strategy thirteen (13). One Grantee, The Watershed Project, requested their Garden Retrofit Project be converted into a permanent garden project that focuses on maintaining the new habitat garden at Shields Reid Community Center. Since they were the only garden retrofit project and the original strategy was designed for garden projects, staff have removed the garden retrofit language.

Galicia asked if there is a reason why the vouchers come in increments of \$5. Staff explained that was a request by Republic as this voucher program was modeled after the one in San Pablo. For the sake of consistency administering programs, Republic requested vouchers match the amount provided in San Pablo. Committee member Scott left the meeting at 3:36pm. Willis motioned to approve the proposed budget. King-Meredith Seconded. Motion approved unanimously. (Galicia – Aye, King-Meredith – Aye, Pulido – Aye, Willis – Aye).

King-Meredith requested staff update the details on the Mitigation Map.

7. ADJOURN to next meeting – October 18, 2024 Chair Galicia Closed the meeting at 3:44pm.

## Agendas, meeting notes and other information regarding this committee can be found online at: <a href="https://www.cccounty.us/nr">www.cccounty.us/nr</a>

If you have questions about this agenda, you may contact Justin Sullivan of the Contra Costa County Department of Conservation and Development at 925-655-2914, <a href="mailto:Justin.Sullivan@dcd.cccounty.us">Justin.Sullivan@dcd.cccounty.us</a>. The Committee will provide reasonable accommodation for persons with disabilities planning to participate in this meeting who contact staff at least 72 hours before the meeting.

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1025 ESCOBAR STREET MARTINEZ, CA 94553

## Staff Report

**File #:** 24-3405 **Agenda Date:** 10/18/2024 **Agenda #:** 4.a.

Advisory Board: North Richmond Mitigation Fee Committee

Subject: RECEIVE Actual Tonnage and Revenue update - Final for 2023/24

Recommendation(s)/Next Step(s):

RECEIVE Actual Tonnage and Revenue update - Final for 2023/24

## **North Richmond Waste & Recovery Mitigation Fee Payments**

Date Received	Time Period	\$ Ar	nount Received	Processible Tons	Solid Waste Tons
8/31/2023	Jul-23	\$	66,732.41	9,167.32	11,821.87
9/28/2023	Aug-23	\$	71,409.47	10,219.12	12,538.88
10/23/2023	Sep-23	\$	66,512.95	10,046.17	11,535.26
12/18/2023	Oct-23	\$	67,116.23	8,875.74	11,983.70
12/20/2023	Nov-23	\$	66,511.01	9,772.09	11,609.54
1/23/2024	Dec-23	\$	65,612.26	10,025.10	11,347.72
3/4/2024	Jan-24	\$	70,861.66	9,838.94	12,102.85
3/25/2024	Feb-24	\$	66,429.67	9,337.09	11,314.84
4/29/2024	Mar-24	\$	69,275.14	10,304.10	11,644.42
5/20/2024	Apr-24	\$	73,162.18	12,723.16	11,794.33
6/25/2024	May-24	\$	75,929.94	12,369.87	12,468.77
7/22/2024	Jun-24	\$	63,778.80	10,913.52	10,330.29
Total - Actual YTD (F)	( 2022/24)	\$	823,331.72	123,592.22	140,492.47
Total - Actual 11D (F)	1 2023/24)	Φ	023,331.72	123,392.22	140,492.47
# of Months			12		
Monthly Average - A	ctual	\$	68,610.98	10,299	11,708
Total - Projected (FY 2	2023/24)	<b> </b> \$	749,727.00	93,064.61	142,690.83
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	Fee Revenue	Tons	
Actual Annual Total - YTD Surplus/(Shortfall)	\$ 73,604.72	30,527.61	(2,198.36)
Estimated Annual Surplus/ (Shortfall) for FY 2022-23	\$ 73,604.72	30,528	-2,198
Actual Monthly Average - YTD Surplus / (Shortfall)	\$ 6,133.73	2,544	(183)

62,477.25

7,755

11,891

Monthly Average - Projected



1025 ESCOBAR STREET MARTINEZ, CA 94553

## Staff Report

**File #:** 24-3406 **Agenda Date:** 10/18/2024 **Agenda #:** 4.b.

Advisory Board: North Richmond Mitigation Fee Committee Meeting Subject: Summary Close-Out of Expenditures - Final for 2023/2024 EP

 $Recommendation (s)/Next\ Step (s):\ RECEIVE\ Summary\ Close-Out\ of\ Expenditures\ -\ Final\ for\ 2023/2024\ EP\ report$ 

# North Richmond Waste and Recovery Mitigation Fee 2023-2024 Expenditure Plan Budget Summary Close-out

(As of October 2024)

#	Strategy		Amounts in enditure Plan Budget		otal Actual enditures To Date	Uı	nexpended Budget				
1	Bulky Item Pick-ups & Disposal Vouchers	\$	2,000.00	\$	1,378.46	\$	621.54				
2	Neighborhood Clean-ups	\$	30,000.00	\$	30,000.00	\$	-				
3	Prevention Services Coordinator	\$	50,726.75	\$	45,818.66	\$	4,908.09				
4.A.	City/County Right-of-Way Pick-up & Tagging Abatement	\$	40,000.00	\$	40,000.00	\$	-				
4.B.	City/County Right-of-Way Pick-up	\$	20,000.00			\$	20,000.00				
5	Code Enforcement - County	\$	91,850.60	\$	91,850.60	\$	(0.00)				
6	Illegal Dumping Law Enforcement	\$	175,814.30	\$	175,814.30	\$	0.00				
7	Surveillance Cameras	\$		\$		\$					
8	Code Enforcement - City	\$	26,666.67	\$	12,261.05	\$	14,405.62				
9	Community Services Coordinator	\$	90,909.09	\$	88,725.06	\$	2,184.03				
10	Community Clean-up Projects (See Attachment 2)	\$	87,000.00	\$	86,900.00	\$	100.00				
11	North Richmond Green Community Service Programs	\$	16,042.00	\$	-	\$	16,042.00				
12	North Richmond Green Campaign	\$	14,500.00	\$	8,351.98	\$	6,148.02				
13	Garden Projects (See Attachment 3)	\$	48,179.79	\$	32,987.79	\$	15,192.00				
14	Mobile Tool Library	\$	35,540.00	\$	35,540.00	\$	-				
x	Committee Administration/Staffing	\$	90,000.00	\$	77,431.12	\$	12,568.88				
10%	Contigency / Revenue Overprojection	\$	74,972.00	\$	-	\$	74,972.00				
Total Exp	otal Expenditure Plan Budget -vs- Actual Expenditures \$ 894,201.20 \$ 727,059.02										
Total Pro	otal Projected - Actual Fee Revenue = Remainder \$ 749,727.00 \$ 823,331.72										
Actual Fe	\$	895,851.69									
Total Rev	\$	895,851.69									
Total EP	Expenditures for FY 2023/24					\$	727,059.02				
Funding (	Funding (Fee Revenue + Interest) Received but not Expended in 2023/24										

<sup>\*</sup> See "Actual Expenditures for Community Based Projects & Community Garden Projects Close-out for 2023/24 EP" table for a breakdown of expenditures for each project awarded funding.

## Actual Expenditures for Community Based Projects & Community Garden Projects Close-Out for 2023/2024 EP (October 2024)

Organization	Project Title		CHDC Contracting Allocation		County Contracting Allocation		Non-Profit Allocation		otal Allocation	CHDC Contracting Cost	Contracting Igency Cost	to	mount Paid Nonprofit/ Agency	Age	Remaining Amount for Contracting ncy & CHDC		Remaining Amount for Nonprofit
			C	om	munity Bas	ed	Projects (Str	ateg	gy 10)								
Social Progress Inc. / Fiscal Sponsor: Greater Richmond Interfaith Program	Brighter Beginnings in North Richmond	\$	4,850.00	\$	1,000.00	\$	19,400.00	\$	25,250.00	\$ 4,850.00	\$ 1,000.00	\$	19,400.00	\$	-	\$	-
SOS! Richmond	SOS! Richmond	\$	7,100.00	\$	1,000.00	\$	28,400.00	\$	36,500.00	\$ 7,100.00	\$ 1,000.00	\$	28,400.00	\$	-	\$	-
Men & Women of Valor	Community Working Together	\$	4,850.00	\$	1,000.00	\$	19,400.00	\$	25,250.00	\$ 4,850.00	\$ 1,000.00	\$	19,300.00	\$	-	\$	100.00
Subtotals		\$	16,800.00	\$	3,000.00	\$	67,200.00	\$	87,000.00	\$ 16,800.00	\$ 3,000.00	\$	67,100.00	\$	-		\$100.00
Total Amount in 2023/24 EP Attachment 2		\$							87,000.00	\$			86,900.00	\$			100.00
			C	omr	munity Gard	den	Projects (Str	ate	gy 13)								
Watershed Project	Curb Appeal	\$	5,262.96	\$	1,747.34	\$	21,051.83	\$	28,062.13	\$ 5,262.96	\$ 1,747.34	\$	20,951.83	\$	-	\$	100.00
Communities United Restoring Mother Earth (CURME) / Fiscal Sponsor: Greater Richmond Interfaith Program	Lots of Crops	<b>69</b>	3,773.00	\$	1,252.66	\$	15,092.00	\$	20,117.66	\$ 3,773.00	\$ 1,252.66	\$	-	\$	-	\$	15,092.00
Subtotals		\$	9,035.96	\$	3,000.00	\$	36,143.83	\$	48,179.79	\$ 9,035.96	\$ 3,000.00	\$ :	20,951.83	\$	-		\$15,192.00
Total Amount in 2023/24 EP Attachment 4 \$ 48,179.79 \$ 32,987.79								\$			15,192.00						
Grand Totals from Above	Grand Totals from Above \$ 25,835.96   \$ 6,000.00   \$ 103,343.83   \$ 135,179.79   \$ 25,835.96   \$ 6,000.00   \$ 88,051.83							88,051.83	\$	-	\$	15,292.00					
Subtotal of Unexpended Amounts Avai	lable for Allocation in Future EP Cycle	es													\$0.00		\$15,292.00
Total Unexpended Amounts Available	for Allocation in Future EP Cycles													\$15,292.00			



1025 ESCOBAR STREET MARTINEZ, CA 94553

## Staff Report

Advisory Board: North Richmond Mitigation Fee Committee

Subject: RECEIVE report regarding Fred Jackson Way Street Banners

Recommendation(s)/Next Step(s): RECEIVE report regarding Fred Jackson Way Street Banners

#### **STAFF REPORT**

# North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee

**MEETING DATE:** October 18, 2024

AGENDA ITEM: 5.

SUBJECT: NRMF Banners Along Fred Jackson Way

#### **RECOMMENDATION(S):**

RECEIVE written report regarding NRMF banners along Fred Jackson Way

#### **BACKGROUND:**

In 2011, staff released an RFQ soliciting proposals to print banners for outdoor educational efforts in North Richmond. Staff worked with a selected vendor to print and install banners on City and County-owned light pole banners along Fred Jackson Way. This required a lot of additional staff time to develop an RFQ, as well as staff time to navigate the process to obtain the necessary permits to install the banners. Banner space was limited and staff was unable to include all pertinent details to support NRMF strategies on banners. The cost to print and install thirty banners was roughly \$12,000. In 2012, the community was concerned about the condition of the banners. One year after installation staff identified all but one of the banners were faded to the point where the image was unclear, or clips broke off from the poles and the banners were not connected properly. The on-going maintenance costs to replace existing banners at this rate far exceeded the amount allocated for banners. In addition to the higher than anticipated costs, the use of these banners did not prove effective in reducing the costs of addressing blight and illegal dumping in North Richmond.

The City recently went through the process to develop banners to promote the City's farmers market. The city estimates the costs per banner are roughly \$230 and that banners will last 3 to 5 years. While the cost for the banners has decreased, Committee staff have concerns regarding the lifespan of the banners. The previous banners were also designed to withstand the elements and have a longer lifespan. The 2012 RFQ specified that the NRMF banners be constructed with materials that would be weather-proof and withstand the elements. However, as noted above the banners only lasted a fraction of the expected lifespan.

In early 2024 CHDC and Committee staff were discussing approaches to outreach that could help improve education and utilization of existing resources. In May 2024 CHDC purchased an "A-frame" signicade and a feather flag. Both the signicade and flag were a similar cost to the City's Farmers market banners, however the A-frame and feather flag can be moved and utilized at different locations. CHDC posts the A-frame and flag outside their office on Fred Jackson Way daily. They

have also taken the A-frame and flag to use as signage for different tabling events, like earth day, national night out, and clean-ups. Some additional benefits to the A-frame & flag are these do not need to go through a permitting process, nor are there any additional fees needed to install as they are temporary. Additionally, they can be taken down during severe weather, which will extend the lifespan of the A-frame and flag. CHDC has expressed positive feedback that these outreach mediums help identify them at events and attract attention.

Due to the costs of maintenance on City and County-owned poles, increased staff time for the RFQ and permitting processes, and alternative options available, staff does not recommend utilizing funding for banners along City and County-owned poles as an effective outreach strategy. We believe alternative options may be more useful to reaching our audience and promoting NRMF funded strategies.



1025 ESCOBAR STREET MARTINEZ, CA 94553

## Staff Report

**File #:** TMP-6462 **Agenda Date:** 10/18/2024 **Agenda #:** 6.

Advisory Board: North Richmond Mitigation Fee Committee

Subject: NOMINATE and ELECT Chairperson and Vice Chairperson pursuant to the Committee Bylaws

Recommendation(s)/Next Step(s):

NOMINATE and ELECT Chairperson and Vice Chairperson pursuant to the Committee Bylaws

#### **STAFF REPORT**

# North Richmond Waste & Recovery Mitigation Fee Joint Expenditure Planning Committee

**MEETING DATE:** October 18, 2024

AGENDA ITEM: 6.

**SUBJECT:** NOMINATE and ELECT a new Chairperson and Vice Chairperson

#### **RECOMMENDATION(S):**

NOMINATE and ELECT a new Chairperson and Vice Chairperson.

#### **BACKGROUND:**

Dulce Galicia and John Gioia were elected to be Chairperson and Vice Chairperson respectively at the Committee meeting held on October 21, 2022. This was their first term acting as chairperson and vice chairperson. A record of the Chairperson and Vice Chairperson is included below.

YEARS	CHAIRPERSON	VICE CHAIRPERSON						
10/2022-10/2024	Dulce Galicia	John Gioia						
10/2020-10/2022	Demnlus Johnson	Henry Clark						
03/2018-10/2020	Eduardo Martinez	Beverly Scott						
02/2016-03/2018	Eduardo Martinez	Beverly Scott						
02/2014-02/2016	Henry Clark	Jovanka Beckles						

According to Section II of the Committee Bylaws:

- F. The Committee shall elect a chairperson and vice-chairperson for terms of two years.
- G. Unless otherwise authorized by a majority vote of the Committee, the chairperson and vice chairperson may service no more than two consecutive full terms in each position.