

# Alameda County Mayors' Conference

## BUSINESS MEETING AGENDA

October 9, 2024

6:30 p.m.

DoubleTree Hotel at the Berkeley Marina

[200 Marina Blvd., Berkeley, CA](https://www.doubletree.com/hotel/berkeley-marina)

1. Roll Call
2. Approval of September 11, 2024, Meeting Minutes\*
3. Agenda Amendments
4. Public Comments and Other Announcements
  - a) Request from the Alameda County Veterans Affairs Commission for Alameda County cities to light up green on Veterans Day\*

-----Break for Dinner -----

5. Member Reports on Regional Boards and Activities
6. Appointments to Regional Boards and Call for Applications\*

Board Name/ Appointment	District	Incumbent	Applicant(s)	Start	End
East Bay Economic Development Alliance Executive Committee	Tri-Valley	Vacant	Mayor McCorriston	October 2024	September 2026

\*Applications submitted for appointment are included with the Nominating Committee agenda packet, which also includes a listing of current regional board vacancies.

7. League of California Cities' Report, Legislative Updates, and Actions
  - a) Samantha Caygill, East Bay Regional Public Affairs Manager, League of California Cities
8. Other Business Matters
  - a) Consider the approval of the attached Resolution 2024-1, a resolution supporting the Alameda County Fire Department's bid for 911-ambulance transport services within the Exclusive Operating Area (EAO)\*
  - b) Consider authorizing Mayor Carol Dutra-Vernaci to continue as the Alameda County Mayors' Conference appointee on the Metropolitan Transportation Commission through December 20, 2024
9. Request for Future Agenda Items and Presenters
  - a) November 13, 2024, David Swing, Executive Director, East Bay Regional Communications Systems
10. Host City Mayors' Report
  - a) Mayor Jesse Arreguin – Discussion regarding the landscape around homelessness after the United States Supreme Court's Grant Pass decision\*

# Alameda County Mayors' Conference

## 11. Meeting Presentation

Presenter: Elizabeth Echols, Board Chair, East Bay Regional Park District

Presentation Topic: East Bay Regional Park District 90<sup>th</sup> anniversary and wildfire mitigation efforts

## 12. Adjournment

\*Denotes report included below or attached material. Regional board applications are included with the Nominating Committee agenda packet

**Note:** The Mayors' Conference or the Alameda County City Selection Committee may act on any subject posted on this agenda, including nominations from the floor for regional boards.

## Attachments

- A. Request from the Alameda County Veterans Affairs Commission for Alameda County cities to light up green on Veterans Day
- B. September 11, 2024, Meeting Minutes
- C. Report from Chief William McDonald, Alameda County Fire Department and Resolution 2024-1
- D. Proposed Alameda County Mayors' Conference resolution 2024-1
- E. Alameda County TWG Encampment Prioritization Packet

## Executive Director's Report

### **Item 6 – Appointment to Regional Boards and Call for Applications**

Please see the Nominating Committee agenda packet for applications, information regarding these appointments, and the current listing of vacancies.

RECOMMENDATION – Meeting as the Alameda County Mayors' Conference and the Alameda County City Selection Committee, review the applications included with the Nominating Committee packet, consider the recommendations of the Nominating Committee, and if appropriate, approve the appointments to the regional agencies listed on this agenda.

### **Item 8a – Consider the approval of the attached Resolution 2024-1, a resolution supporting the Alameda County Fire Department's bid for 911-ambulance transport services within the Exclusive Operating Area (EAO)**

Alameda County is currently reviewing bids to provide ambulance services in Alameda County's Exclusive Operating Area. The Alameda County Fire Department has submitted a bid for consideration and is requesting the Mayors' Conference support its proposal through the adoption of a resolution. Representatives from Alameda County Fire will attend the October 9, 2024, meeting to provide a summary of its proposal. Attached to this agenda is a report from Alameda County Fire regarding the matter.

# Alameda County Mayors' Conference

RECOMMENDATION – Review the attached resolution 2024-1 and take appropriate action. If the resolution is approved, the Executive Director will transmit it to the Board of Supervisors and appropriate Alameda County Agencies.

## **Item 8b – Consider authorizing Mayor Carol Dutra-Vernaci to continue as the Alameda County Mayors' Conference appointee on the Metropolitan Transportation Commission through December 20, 2024**

The Mayors' Conference, at its meeting of January 11, 2023, reappointed Mayor Dutra-Vernaci to the Metropolitan Transportation Commission (MTC) as a Commissioner representing Alameda County cities for an approximate term of two years coinciding with her term as Union City Mayor. At the same January 11, 2023, meeting, the Mayors' Conference appointed Mayor Marilyn Ezzy Ashcraft to assume the final two years of the MTC commissioner seat effective at the conclusion of Mayor Dutra-Vernaci's term as Union City Mayor.

The City of Union is expected to certify the November 5, 2024, election at its December 10, 2024, city council meeting. Mayor Dutra-Vernaci is not a candidate for reelection, and therefore, her term as mayor will end on December 10, 2024. Because in January 2023, it was uncertain when the election would be certified, the appointment letter to MTC stated that Mayor Dutra-Vernaci's term on MTC would expire on December 31, 2024.

Due to Mayor Dutra-Vernaci's extensive experience with a number of critical MTC projects, she has requested that she continue to serve as an MTC Commissioner through December 20, 2024, which would allow her to vote on a number of these MTC projects.

The MTC enabling ordinance stipulates that *"a commissioner appointed as a public officer vacates his or her commission seat upon ceasing to hold public office unless the appointing authority consents to the completion of the term of office."* Therefore, even though she is representing Alameda County cities, she is not required to be a public official if the appointing body, i.e., the Alameda County Mayors' Conference, acting as the Alameda County City Selection Committee, consents to the representation.

The Mayors' Conference bylaws state that members must be a mayor of a city in Alameda County. As such, Mayor Dutra-Vernaci will no longer be a member of the Mayors' Conference after December 10, 2024, and if she were to continue on the MTC, she would be doing so as a citizen representative, not as an elected official or a member of the Alameda County Mayors' Conference.

Mayor Dutra-Vernaci has discussed her request with Marilyn Ezzy Ashcraft, and she is agreeable to the requested term extension.

RECOMMENDATION – Consider authorizing Mayor Dutra-Vernaci to be the Alameda County cities representative as a MTC commissioner through December 20, 2024, after which time the MTC commissioner seat will transition to Mayor Ezzy Ashcraft on December 21, 2024, until December 2027.

# Alameda County Mayors' Conference

## **Guest Speaker Bio**

Speaker - Elizabeth Echols, Board Chair, East Bay Regional Park District

Director Echols has had an extensive career in public service, with over 20 years in public policy roles. She was appointed by former Governor Jerry Brown to serve as the Director of the Independent Public Advocates Office at the California Public Utilities Commission. Her recent policy work has focused on environmental protection, climate change, and wildfire prevention and mitigation. Director Echols has a B.A. in Economics and Political Science from Yale and a J.D. from Stanford Law School.

## **CALENDAR OF FUTURE MEETINGS**

<b>Meeting Date</b>	<b>Host City</b>
September 11, 2024	Fremont
October 9, 2024	Berkeley
November 13, 2024	Union City
December 11, 2024	Emeryville
January 8, 2025	Pleasanton

*Meeting information is available at [www.alamedacountymayorsconference.org](http://www.alamedacountymayorsconference.org)*

**Alameda County Veterans Affairs Commission**

6955 Foothill Blvd, Suite 300

Oakland, CA 94605

**Date:** 10/3/24

**To:** Alameda County Mayors' Conference  
**From:** Omar Farmer, Chairperson, Alameda County Veterans Affairs Commission  
**Cc:** Alameda County Veterans Affairs Commission; Steven Bocian, ALCO Mayors' Conference, Executive Director

**Subject:** Operation Green Light

Dear Alameda County Mayors' Conference,

In recognition of our local veterans, the Alameda County Veterans Affairs Commission proposes for all City Halls and other city buildings be illuminated in Green for either Veterans Day on 11/11/24, or from 11/4-11/11/24. Here's a link to the National Association of Counties is encouraging participation: <https://www.naco.org/program/operation-green-light-veterans>

In addition to illuminating city buildings, residents and businesses are encouraged to participate by simply changing one light bulb in their house to a green bulb. This can be an exterior light that neighbors and passersby see, or an interior light that sparks a conversation with friends.

By shining a green light, we let our veterans know that they are seen, appreciated, and supported. To assist you with generating conversations about veteran specific local issues and events, we will be providing a press release that highlights topics and areas of importance.

While this event is focused around the week of Veterans Day, participants are encouraged to continue shining a light year-round. Residents can share their participation on social media using the hashtag #OperationGreenLight.

Operation Green Light is a simple way to express our collective appreciation for the public service of our veterans. We encourage everyone to join us in displaying a green light for our veterans and to also reflect on how we, as a nation and at the city and county level, assist our military service personal back into civilian life upon completion of their service to our country.

To initiate this effort here's a link to a template for a Resolution that can be created:

<https://naco.sharefile.com/share/view/seea7e493a79e435993250c80d80f868b>

Please contact me if you will be participating in this effort.

Very respectfully,

Omar Farmer, Chairperson

[Alameda County Veterans Affairs Commisison](#)



**Alameda County Veterans Affairs Commission**

6955 Foothill Blvd, Suite 300

Oakland, CA 94605

[ofarmer@hotmail.com](mailto:ofarmer@hotmail.com)

(415) 513-8024

## ALAMEDA COUNTY MAYORS' CONFERENCE MINUTES

Meeting of September 11, 2024

President Marchand called the meeting to order on September 11, 2024, at 6:30 p.m. at the San Francisco Bay University at 161 Mission Fall Lane, Fremont, California.

### 1. Roll Call

The following mayors, or their elected alternates, were present during the proceedings:

City	Member Attendee
Alameda	Mayor Marilyn Ezzy Ashcraft
Albany	John Miki
Dublin	Mayor Michael McCorriston
Emeryville	Mayor Courtney Welch
Fremont	Mayor Lily Mei
Hayward	Mayor Mark Salinas
Livermore	Mayor John Marchand
Newark	Mayor Michael Hannon
Pleasanton	Mayor Karla Brown
San Leandro	Mayor Juan Gonzalez
Union City	Mayor Carol Dutra-Vernaci

### 2. Approval of the July 10, 2024 Meeting Minutes

It was moved by Mayor Salinas and seconded by Mayor Brown to approve the July 10, 2024, meeting minutes. The motion was approved unanimously.

Mayor Mei introduced Carol Zilli, who provided background on the Music for Minors II Choir who performed for the audience, and Dr. Heather Herrera from the San Francisco Bay University, who welcomed the guests to the University.

### 3. Agenda Amendments

No agenda amendments

### 4. Public Comments and Other Announcements

Melissa Hernandez, BART Director, provided an update on recent BART developments, including information on the two new fare gates that were recently installed.

Mona Favorite Hill, Senior Community Affairs representative from the East Bay Municipal Utility District, said that the agency is implementing a program to collect overdue utility bills. The program has not been used since the pandemic.

Lynda Deschambault, a member of the East Bay Regional Park District (EBRPD) Advisory Commission, provided an update on current EBRPD planning projects.

Kelly Abreu, member of the public, provided information on the Alameda County Local Area Formation Commission.

Stephan Baiter East Bay EDA announced upcoming events, including the 2024 Economic Outlook, the East Bay Manufacturing Summit, and the East Bay Innovation Awards.

Charlene Wong, a resident, announced that Inflation and Reduction Act funding is available in East Bay cities.

**5. Member Reports on Regional Activities and Committees**

Carol Dutra Vernaci indicated that the Metropolitan Transportation Commission (MTC) discussed pulling the housing bond off the November election.

Mayor Gonzalez provided an update on the Bay Area Air Quality Management District's strategic priorities.

**6. Appointments to Regional Boards and Call for Applications**

President Marchand announced that the Nominating Committee made recommendations on all appointments included in its agenda and opened the floor for nominations. Seeing no nominations, it was moved by Mayor Brown and seconded by Mayor Dutra Vernaci that the membership accept the Nominating Committee's recommendation to appoint Mayor Michael McCorrison, Mayor of the City of Dublin, as the Alternate Member of the Alameda Local Area Formation Commission for a term through May 2025.

The motion was approved unanimously.

**7. League of California Cities Reports, Legislative Updates and Actions**

Samantha Caygill, Regional Public Affairs Manager, East Bay Division, League of California Cities (League), provided an update on state legislation, including AB 1082. She announced that the League has taken the position of opposing Propositions 4, 5, and 36 and that the last East Bay Division meeting of the year will be held on September 26, 2024, in the City of Dublin.

**8. Other Business Matters**

Mayor Marchand provided information regarding the recent survey of members and city managers regarding a preferred meeting dinner serving time. After discussion, it was decided that commencing on October 9, 2024, at the Alameda County Mayors' Conference meeting, dinners will be served near the start of the meeting after the roll call.

**9. Request for Future Agenda Items and Presenters**

No future agenda items were recommended

**10. Host City Mayor's Report**

Mayor Lilly Mei, City of Fremont, thanked the San Francisco Bay University for hosting the event and provided an overview of recent City activities, awards, events, and projects. She discussed the City's efforts in fighting homelessness, being recognized as a



“happiest city,” and programs for individuals for people with special needs and the neurodiverse. She announced that the City’s Central Park Multi-Service Community Center recently opened, that the City is constructing 56 indoor badminton courts, the Gateway Plaza, a new 520-unit housing and retail project, and a lithium battery facility.

**11. Meeting Presentation**

Tyler Painter, Chief Financial and Operating Officer for Wisk Aero provided an overview of the emerging Electric Vertical Take-off and Landing (eVTOL) industry and the opportunities for operating in the San Francisco Bay East Bay area. He indicated that the company’s goal is to manufacture fifteen of the vehicles in the City of Fremont per year and that he sees them as an excellent opportunity to connect communities and provide a much-needed transportation option. He indicated that Boeing recently acquired the company, but it will continue to operate as an independent entity with over 600 employees. The biggest challenge will be developing options for navigating the existing airspace and regulatory requirements.

**12. Adjournment**

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Steven Bocian  
Executive Director

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To: Alameda County Mayors Conference

From: Chief William McDonald, Alameda County Fire Department  
President Jim Boito, Alameda County Fire Chiefs Association

SUBJECT: Request to Support the Alameda County Fire Department in its Bid to Provide Ambulance Services in Alameda County's Exclusive Operating Area

**SUMMARY:**

The Alameda County Fire Department (ACFD) intends to submit a bid in response to Alameda County Emergency Medical Services Agency's Request for Proposals for 911 Emergency Response, 911 Ambulance Services, and Standby Service with Transport Authorization. The Alameda County Board of Supervisors is expected to award the contract in early 2025. Should the Mayors move to support the Alameda County Fire Department's bid, the support would be symbolic in nature.

**RECOMMENDATION:**

Staff recommends that the Alameda County Mayors' Conference consider approving a resolution supporting the Alameda County Fire Department's bid for 911-ambulance transport services within the Exclusive Operating Area (EOA).

**FISCAL STATEMENT:**

There are no fiscal implications for the Alameda County Mayors' Conference. Individual cities within Alameda County may recognize revenue or expenditures based on their individual agreements with the 911-ambulance contractor.

**BACKGROUND:**

With the exception of the cities of Alameda, Albany, Berkeley, and Piedmont; and the Lawrence Livermore and Sandia National Laboratories, the County of Alameda Emergency Medical Services Agency holds the sole authority to provide 911-ambulance services in its EOA, which includes unincorporated Alameda County, Fremont, Hayward, Livermore, Newark, Oakland, Pleasanton, San Leandro and Union City. Alameda County EMS Agency does this through the facilitation of a competitive bidding process resulting in the appointment of a contractor. Historically, including in the currently extended contract, the bid has been awarded to privately held for-profit ambulance companies.

Alameda County EMS Agency released a Request for Proposals on January 11, 2024 for 9-1-1-ambulance services with bids due August 15, 2024. The Alameda County Fire Department intends to submit a bid in partnership with multiple EOA fire departments and a private ambulance subcontractor.

The current and prior ambulance contractors for the County have been unable to meet contract performance requirements in all months due to a multitude of factors. The Alameda County Fire Department intends to address many of these factors in its bid for services. One focus will be to better pair patients with the appropriate level of response. In some cases, a Registered Nurse in the

911 call center may be able to guide a patient to non-acute needed care. In others, it may involve a non-urgent response and pairing a patient with a physician via video call. In urgent calls, a paramedic ambulance would still be sent, but with greater availability by not being tethered to incidents where that level of service is not required.

The Alameda County Fire Department has significant experience in providing pre-hospital emergency medical services. Since 1995, the Alameda County Fire Department has provided Advanced Life Support (ALS) emergency medical services as a minimum standard of care on all emergency response units. Today, Alameda County Fire Department has 141 paramedics and 174 emergency medical technicians (EMTs), as well as a Continuous Quality Improvement (CQI) program and an emergency medical physician providing medical oversight over all EMS care, training, and policy. The Department's 27 fire stations and 34 ALS companies serve a wide geographic area of roughly 508 square miles, with a minimum 90% compliance rate for responding within contractually required timeframes.

In addition, since 2008, the Alameda County Fire Department has been responsible for the administration and operation of the Alameda County Regional Emergency Communications Center (ACRECC). The ACRECC dispatch center provides fire and emergency dispatching and regional communication center services for the Department's jurisdiction, the Alameda County Emergency Medical Services Agency, U.S. Army Camp Parks, and the cities of Alameda, Fremont, Livermore, and Pleasanton.

Lastly, as a public entity, the Alameda County Fire Department can access governmental pricing and revenue sources for ambulance services that private vendors cannot. Taking all of the above into account, a system run by the Alameda County Fire Department would be more efficient and effective in delivery of services to patients, while also being more fiscally sustainable, allowing revenue above operating costs to be returned into the system for ongoing improvement.

# *Alameda County Mayors' Conference*

## RESOLUTION No. 2024-1

**A RESOLUTION OF THE ALAMEDA COUNTY MAYORS' CONFERENCE EXPRESSING THE CONFERENCES' DESIRE THAT THE COUNTY OF ALAMEDA SHOULD AWARD THE ALAMEDA COUNTY FIRE DEPARTMENT THE COUNTY'S EMERGENCY MEDICAL SERVICES CONTRACT TO PROVIDE AMBULANCE AND ASSOCIATED SERVICES WITHIN THE COUNTY'S EXCLUSIVE OPERATING AREA (EOA)**

**WHEREAS**, the Alameda County Fire Department has been providing critical lifesaving and emergency services to the residents of Alameda County since 1993, and

**WHEREAS**, the Alameda County Fire Department has saved countless lives through its nationally recognized paramedic program since its inception, and

**WHEREAS**, the Alameda County Fire Department has 27 fire stations and 355 fire personnel and paramedics providing Advance Life Support treatment throughout unincorporated Alameda County, in multiple cities and national laboratories by contract, and

**WHEREAS**, the Alameda County Fire Department currently provides paramedic ambulance services to the Lawrence Livermore and Sandia National Laboratories, and

**WHEREAS**, Fire Chiefs throughout Alameda County declare that assignment of ground ambulance service to the Alameda County Fire Department aligns well with the County's values of Integrity, Honesty, Respect, Transparency, Fiscal Stewardship, Customer Service and Excellence, and

**WHEREAS**, the Alameda County Fire Department will work to pair patients with the appropriate type and level of service in innovative ways to ensure the best possible patient outcomes, and

**WHEREAS**, the Alameda County Fire Department will provide healthcare professionals by phone at the 911-call center, will provide alternative response units to lower acuity calls and will provide emergent paramedic ambulance response to acute calls for service, and

**WHEREAS**, while the Alameda County Fire Department is operationally and fiscally responsible to Alameda County taxpayers and the Board of Supervisors, it is a

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not-for-profit entity and such a merger of fire and ambulance services will provide better financial accountability and transparency to our communities and policymakers, and revenue above operating costs will be invested into improving patient outcomes rather than shareholders.

**NOW, THEREFORE BE IT RESOLVED THAT THE ALAMEDA COUNTY MAYORS' CONFERENCE DOES HEREBY RESOLVE AND DECLARE THE FOLLOWING:**

**SECTION 1:** The Alameda County Mayors' Conference supports better services through a more comprehensive, transparent, and accountable approach to EMS and thus strongly desires that the County of Alameda award the Alameda County Fire Department the EMS contract to provide 911-ambulance and associated services within its EOA.

**THIS RESOLUTION WAS PASSED, APPROVED AND ADOPTED** by the Alameda County Mayors' Conference at its October 9, 2024, meeting.

I, Steven Bocian, Executive Director of the Alameda County Mayors' Conference, certify that the Alameda County Mayors' Conference adopted the foregoing resolution at its meeting held on October 9, 2024, by the following vote.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTION:**

Internal

**Implementation Guidance for Encampment Prioritization Matrix:**

Encampments present significant health and safety risks for residents, and may be problematic for surrounding neighbors and businesses—they are nevertheless born of necessity for basic human needs (like sleep, shelter, and community) among residents who lack viable alternatives, so long as our State and region remain in an affordable housing and shelter crisis. Resolving encampments requires working with residents of encampments to find viable alternatives to their unsheltered circumstances and balancing the needs and reasonable expectations of community members for safe, clean, and accessible public spaces.

**PURPOSE:** The purpose of this implementation guidance document is to accompany the Encampment Prioritization Matrix and provide guidance on use of the matrix for cities. Together, the Matrix and this corresponding implementation guidance do the following:

- Provide a point in time analysis of an identified encampment site and should be used for re-assessments at regular intervals as conditions can change.
- Serve as a framework to reduce harm and equitably triage encampment interventions by utilizing resources to prioritize response based on health and safety factors over complaints
- Define key terminology from the matrix
- Offer best practices to coordinate across departments and agencies

**GUIDING PRINCIPLES:** Cities should take into consideration the following principles when implementing the Encampment Prioritization Matrix:

- Harm reduction – responsive strategies directed at reducing existing harm within encampments and between encamped individuals and the surrounding community. Harms could be dangerous conditions, violent crime, transmission/exposure of communicable illnesses
- Harm mitigation – proactive strategies directed at reducing future harm
- Racial equity – infusing race equity policy to prioritize interventions based on site conditions to respond fairly across racial and ethnic groups, and geographic locations
- Trauma-Informed – sensitivity to the histories of trauma, past and present, that affect those living in encampments, using evidence-based practices to reduce the exacerbation thereof across all engagements
- Stability – recognition that moving individuals or longstanding groups unnecessarily should be avoided particularly during extreme weather events and to limit transmission/exposure of COVID 19 or other communicable diseases<sup>1</sup>
- Conservation of resources – recognition that a City’s available resources are insufficient in capacity to respond to every non-emergent issue in encampments

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<sup>1</sup> CDC Interim Guidance on People Experiencing Unsheltered Homelessness:  
<https://stacks.cdc.gov/view/cdc/107838>

- Non-Criminalization - Cities should distinguish between the circumstance and the behavior of unsheltered individuals. While criminal and nuisance *behaviors* may warrant enforcement intervention, the *circumstance* of experiencing homelessness itself is not a crime, and criminalizing based on this circumstance is ineffective

## KEY TERMS AND DEFINITIONS

- “Encampment” refers to any tent, vehicle, structure, or collection of belongings where one or more unsheltered individuals are residing, in a place not meant for human habitation including but not limited to streets, campgrounds, undeveloped properties, abandoned buildings, vehicles, or parks.
- “Jurisdictional Personnel” refers to any and all City employees (or County employees serving the Unincorporated Area) and contractors who, by the nature of their work for or with the City, interact with individuals who are homeless and/or unsheltered and/or their property.
- “First Responder” refers to any City, county, state, or federal employees and contractors who are designated or trained to respond to an emergency or crisis.
- “Outreach” refers to any and all employees and contractors who, by the nature of their work actively outreach to unsheltered residents to connect them to critical services and information, including health supplies
- “Essential Infrastructure” refers to any infrastructure requiring service, maintenance, or access, deemed essential by the City, such as overpasses, bridges, electrical poles, water mains, fire hydrants, and paths or clearance required by Emergency Access Vehicles
- “History of Violent Crime” refers to crimes involving but not inclusive to assault, battery, sexual and physical violence.
- “Good Neighbor” or “Encampment Condition Guidelines” refers to guidelines developed and distributed to encampments to communicate health and safety requirements between those who reside in encampments and surrounding residents or businesses; these guidelines are part of a temporary measure to reduce the impacts encampments may have on adjacent properties.
- “Shelter and/or alternative interim housing” refers to any approach to providing appropriate accommodations consistent with the local, state, and federal guidelines or laws.

## COORDINATION AND DEPLOYMENT

Cities should consider how to collect reports, assess sites, and triage interventions, given the unique structures of their organization. This includes determinations such as which departments and personnel should be involved, what local policies, codes, and procedures should be referenced, and how interventions are communicated internally and externally.

*CONVENE:*



This guidance recommends developing a cross-departmental team, such as a Homeless Working Group, to collectively review reports, site assessments and outcomes. Typical departments involved in Homeless Working Groups may include, but are not limited to: Police, Fire, Public Works/Maintenance, Park Rangers, City Attorney, Code Enforcement, Health & Human Services, City Manager's Office. This team should coordinate/meet regularly and as-needed to discuss encampment situations and determine interventions.

This guidance recognizes the value that residents with lived expertise, have on successful program development, and that interventions at specific sites may be more effective by incorporating that unique perspective. Where possible and appropriate, include residents with lived experience in intervention development and implementation.

*ASSESS:*

Tailor a site assessment that incorporates variables in alignment with the racial equity and health & safety factors as presented in the matrix, to consistently evaluate site conditions.

**Example Assessment attached as Appendix 1.**

Utilize jurisdictions' Municipal Codes to implement existing rules, such as ordinances pertaining to neighborly behaviors, building code, fire code, private property, and parks.

*TRIAGE:*

The appropriate personnel (for example, a cross-departmental working group) should review site assessments and utilize the Matrix to determine possible timing and interventions for prioritized sites, given the City's available resources, potential impacts on residents and operational priorities.

*PARTNERS:*

Success of this framework is dependent on collaboration of City and County agencies and non-profit partners. Utilize the expertise of subject matter experts to assess sites conditions related to fire, public, health and environmental hazards. Remember that encampments are comprised of people, and that the ultimate goal of encampment interventions is to facilitate healthier and safer public spaces. It is advisable to include diverse stakeholders to offer recommendations for interventions, and to exercise flexibility, creativity and patience when problem-solving the appropriate interventions for a particular situation.

*COMMUNICATE:*

Jurisdictions should develop a communication strategy to disseminate the community's approach to working with residents living in or impacted by encampments, which includes promotion of conditions that increase equity, health and housing outcomes, safety, and

environmental factors, that the City has capacity to respond to through housing and service interventions with subsequent closure.

For example, a City may wish to develop and distribute guidelines to encampments that explain which factors and conditions are considered priorities for intervention and why, and/or examples of the types of conditions that may trigger a City intervention. **Examples of Good Neighbor Guidelines and Encampment Conditions Guidelines are in Appendix 2.**

## **EMERGENCY SITUATIONS**

This guidance understands that emergency circumstances occur and are prioritized beyond regular operations and may have separate legal requirements. Nothing in this guidance is intended to conflict with or supersede a City's response to an emergency.

## **MAINTAINING AND UPDATING THE ENCAMPMENT PRIORITIZATION FRAMEWORK**

This guidance recommends that the Leadership Board of the Oakland-Berkeley-Alameda County Continuum of Care (EveryOne Home) adopt the document and assign to an appropriate entity to review annually and update as needed based on outcomes and changes to guidance around best practices, legislation, or prevailing case law.

## Encampment Prioritization Matrix

Factors	Possible Interventions <sup>1*</sup>	Noticing Requirements
<b>Lower Priority/Sensitivity</b>		
<p>Public Safety</p> <ul style="list-style-type: none"> <li>• Partial sidewalk/right of way obstruction</li> </ul> <p>Environmental Considerations</p> <ul style="list-style-type: none"> <li>• Minimal presence of waste/garbage/debris</li> </ul>	<p>Coordinate street outreach teams</p> <p>Education about City codes and standards</p> <p>Public Safety/Public Health Outreach</p> <p>Mitigation materials: dumpsters, port o potties, handwashing stations, trash bags, fire extinguishers</p>	<p>Courtesy noticing of relevant ordinances/rules to gain voluntary compliance</p>
<b>Moderate Priority/Sensitivity</b>		
<p>Public Health</p> <ul style="list-style-type: none"> <li>• Rodent harborage/other vector conditions (i.e., conditions that precipitate or could lead to the proliferation of rodents: open food and water sources; dense piles of debris for burrowing; etc)</li> </ul> <p>Public Safety</p> <ul style="list-style-type: none"> <li>• Impeding lawful business and government operations</li> <li>• Interfering with construction or other permitted activity</li> <li>• Preventing first responders from performing their essential functions</li> <li>• Damage to/interference with essential infrastructure (e.g., tapping into electrical sources, blocking emergency vehicle or response access, damage to overpasses, etc.)</li> <li>• Proximity to objective dangers (e.g., railroads, fast-moving traffic, flood risks)</li> <li>• Partial blocking sidewalks or impeding ADA access</li> </ul> <p>Environmental Considerations</p> <ul style="list-style-type: none"> <li>• Excessive waste/garbage/debris</li> <li>• Damage or risk to environmentally critical/protected areas or water quality</li> </ul>	<p>Coordinate street outreach teams</p> <p>Tag for clean up or removal of vehicles or tents</p> <p>Temporary relocation of camps</p> <p>Garbage removal services</p> <p>Storage of Items</p> <p>Power Wash/encampment deep cleanings</p> <p>Coordinate with County Environmental Health for an assessment of environmental health risks</p> <p>Coordinate with jurisdiction's Fire Department for an assessment of risk</p>	<p>Prior written noticing to tag items to be cleaned up</p> <p>Provide information of storage location and policies</p>

<sup>1</sup> Possible interventions are suggestions based on best practices research and jurisdictional experience. Individual cities should review and choose the best options for their jurisdiction.

Factors	Possible Interventions <sup>1*</sup>	Noticing Requirements
Violating “Good Neighbor Guidelines” or “Encampment Condition Guidelines”		
<b>High Priority/Sensitivity</b>		
<p>Public Health –</p> <ul style="list-style-type: none"> <li>• Imminent health hazards (active rodent or vector issues, such as visible evidence of active rodent infestation, including visible droppings, rodent burrows or “rat runs,” live or dead rodents, etc.; bio-hazards such as needles, sewage, etc)</li> <li>• Active health crisis (transmissible and communicable disease outbreak)</li> <li>• Proximity to objective dangers (e.g., railroads, fast-moving traffic, flood risks)</li> <li>• High percentage of occupants that meet vulnerable risk factors (over 62, chronic health conditions, etc.)</li> </ul> <p>Public Safety –</p> <ul style="list-style-type: none"> <li>• History of violent criminal activity</li> <li>• Imminent fire hazards such as combustible materials, history of fire, risk of fire spread</li> <li>• Imminently unsafe structures</li> <li>• Blocking bike or traffic lanes</li> <li>• Complete obstruction of sidewalk access, especially when impacting access on both sides of the street</li> </ul> <p>Environmental Considerations –</p> <ul style="list-style-type: none"> <li>• Active draining into waterways, evidence of waste into streams</li> <li>• Presence of toxic materials, both in the environment and caused by encampment</li> </ul>	<p>Coordinate street outreach teams</p> <p>Plan to avoid re-encampment of location</p> <p>Offers of Shelter or Housing, if available</p> <p>Permanent Relocation of Encampment Individuals and encampment site closure</p> <p>Environmental health and safety abatements</p> <p>Continue monitoring</p> <p>Coordinate with Health Care for the Homeless and Public Health Department for an assessment of environmental health risks</p> <p>Coordinate with Police Departments to understand violent crime risks</p> <p>Coordinate with Fire and Code Enforcement Departments to understand fire, structural, and life safety hazards</p>	<p>Prior written noticing to tag items to be cleaned up</p> <p>If closure is determined, Provide up to 4 weeks of notice and outreach or relocation, depending on circumstances.</p> <p>Provide information of storage location and policies</p>
<b>Emergency Intervention</b>		
<p>Public Health</p> <ul style="list-style-type: none"> <li>• Active health crisis (transmissible and communicable disease outbreak)</li> </ul> <p>Public Safety</p> <ul style="list-style-type: none"> <li>• Blocking bike or traffic lanes</li> </ul>	<p>Immediate consultation with public health experts</p> <p>Immediate assistance in transitioning to a safer location</p>	<p>DISCLAIMER – if a closure is required</p> <p>City will make best efforts to provide notice within 24 hours.</p>

Factors	Possible Interventions <sup>1*</sup>	Noticing Requirements
<ul style="list-style-type: none"> <li>• Imminent risk to life dues to weather or disaster (fire, flood, earthquake ect.)</li> <li>• Obstructing/damaging emergency response infrastructure</li> </ul> <p>Environmental Considerations</p> <ul style="list-style-type: none"> <li>- Imminent health or fire hazards necessitating summary abatement</li> <li>- Significant harborage of rodents</li> <li>- Confirmation of vector at the location infected with diseases of public health concern</li> </ul>	<p>Coordinate Street Outreach teams</p> <p>Coordinated with Emergency Service Manager, EOS, Police and Fire</p> <p>Possible declaration of public nuisance, imminent health or life safety hazard by appropriate public officials</p>	<p>DISCLAIMER – Immediate assistance in transitioning to a safer location or other intervention as directed by public health.</p>

Encampment Conditions Assessment		SAMPLE	Case Notes/updates (Please do not input PHI in this form) Please indicate who inputted notes and date (Alt-Enter for line break)
		Condition Index Score	
Date			
Name of City Staff Assessor			
Department of Staff Assessor			
Name of Location			
Address or Intersection of Location			
Parcel Owner			
Encampment or Site Type			
Is this a City park, plaza, or facility?		Yes/No	
Site Conditions			
Proximity to hazard		Yes: active train track, on slope, ingress/egress of traffic, high fire danger, flooding danger/No	
Blocking ADA access		Yes/No	
How many residents observed			
Structures present			
Evidence of Fire			
Flammable materials or conditions observed		Generators, gasoline, propane heaters, stoves, ect.	
Vectors observed (rates, mice, roaches ect)			
Bio waste/hazard observed (including discarded sharps)		Yes: contained, uncontained/No	
Trash or Debris accumulation			
Evidence of dumping or draining into waterway			
Evidence of property or structural damage		Yes: fence, building, water tapping, electrical tap, digging/No	
EMS - Fire Dept - Police Dept access blocked or compromised			
Mitigation Measures			
Already on a cleaning schedule			
Dumpsters currently in place		Yes/No/NA	
Port o potty and handwashing currently in place		Yes/No/NA	
Fencing repair needed		Yes/recommend new fencing/NA	
Vegetation management needed		Yes/No/NA	
Parking Restrictions in place (No Stopping, size limit, time limit, traffic hazard)		Yes: No Stopping, size limit, time limit, traffic hazard/No/NA	
Resident Observations (add mortality issues)			
Children			
Seniors			
Pregnancy			

Mobility equipment (walkers, wheelchairs, medical equipment)			
Pets observed		Yes: dogs, cats, dogs & cats/No	
History of EMS calls or Overdose response		yes/no - mortality concern	
persons with chronic health issues		yes/no - mortality concern	
<b>If Vehicle-related</b>			
Vehicle is observed as operable (inflated tires, engine, hitch)		Yes, No: missing wheels, deflated tires, missing engine	
Are plates visible and show current registration?			
If no, when was vehicle last registered?			
Is VIN visible			

SAMPLE

## Encampment Condition Guidelines

The City of Fremont has developed these guidelines to communicate and assess health and safety conditions around or within public encampments. This list of standards serves as guidance for maintaining public spaces and seeks to reduce harm towards unsheltered residents and the surrounding community.

Fremont is home to more than 1,000 people experiencing homelessness, due to a variety of factors. Given the regional housing and shelter shortages, the City must balance its limited resources and approach, being mindful of state and federal laws, to manage public encampments. The City recognizes that public encampments can have significant community health and safety issues. While the City works towards permanent solutions, public encampments should be viewed as temporary in nature.

The City prioritizes its encampment management and intervention activities using the below guidance.

### THE FOLLOWING STANDARDS ARE NECESSARY TO MAINTAIN HEALTH AND SAFETY:

- Tents, vehicles, and belongings must not be placed upon or impede the following:
  - Private property;
  - Vehicle, bike, or pedestrian traffic;
  - Bus stops, sidewalks, and ADA access points needed by those with disabilities;
  - Emergency ingress/egress routes; and
  - Driveway access and unloading access.
- The area directly adjacent to a vehicle must be kept clear and clean at all times.
- Belongings must be stored inside or attached to tents or vehicles.
- Vehicles and tents should remain a minimum of 12 feet apart.
- Storage and accumulation of combustible materials are prohibited, unless part of a vehicle.
- All pets and service/support animals must be kept under control at all times and leashed when in public areas.
- Fires are prohibited.
- Quiet hours must be observed from 10 p.m. – 7 a.m.
- Proper use of provided portable lavatories and handwashing stations. Please call the Environmental Services Division, if the facilities need servicing at 510-494-4570.

### THE FOLLOWING VIOLATIONS ARE LIKELY TO RESULT IN IMMEDIATE ENFORCEMENT:

- Dumping of materials or liquids into waterways, storm drains, gutters, sidewalks, streets, and other public areas;
- Unsanctioned electrical or water taps;
- Trespassing, loitering, or dumping on adjacent private properties;
- Parking along streets or within parking lots with posted restrictions;
- Lodging or camping on public property, including City parks, with posted restrictions;
- Non-operable or immobile vehicles and structures on City streets; unregistered or expired vehicles;
- Destruction of property—modifying or vandalizing public spaces and infrastructure (e.g., graffiti, digging); and
- Criminal activity including, but not limited to, theft, threats, acts of violence, and drug solicitation.

The City is monitoring encampments to ensure they are safe and sanitary. Observations or complaints will be addressed with the persons living in the encampment where complaints or observations occur. Failure to comply with the above requirements may result in removal or abatement of items and debris, impoundment of vehicle(s), citations, or monetary fines. Criminal activities can result in arrest.

[Community Resources are listed on the back of this page.](#)