



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Rosalynn Hughey
Dolan Beckel

**SUBJECT: COVID-19 RECOVERY
TASK FORCE MEMBERSHIP**

DATE: September 9, 2021

Approved  Date 09/10/21

RECOMMENDATION

Approve the COVID-19 Recovery Task Force membership, as shown in Attachment A, as part of the FY 2021-2022 City Roadmap “Build Back Better + Task Force” Initiative.

OUTCOME

City Council approval of the membership of the COVID-19 Recovery Task Force will allow the Task Force to form. The Task Force is an important component of the City’s Community and Economic Recovery strategy to engage and learn from the community for return to a better normal from the COVID-19 pandemic.

BACKGROUND

The COVID-19 pandemic has been extraordinarily painful and traumatic for many in the San José community, laying bare and exacerbating existing inequalities. In the last few months, the global and local public health landscape has changed due to the “Delta variant.” The highly contagious nature of the Delta variant and its exponential spread has resulted in resurging public health and emergency response needs for the community. While in March 2021 when the City Council approved the FY 2021-2022 City Roadmap, we thought and hoped the emergency response was behind us in order to solely focus on recovery activities, we are now faced with response and recovery happening in parallel.

The [August 31, 2021 information memorandum on the COVID-19 Pandemic Response and Recovery Status Update](#)¹ outlines the Administration’s initial approach to managing these parallel efforts, associated management changes, and next steps related to possible budgetary

¹ COVID-19 Pandemic Response and Recovery Status Update memorandum:
<https://www.sanjoseca.gov/Home/Components/News/News/3294/5167>

amendments. On September 3, 2021, the Administration released an [information memorandum](#)² updating the City Council on staff’s understanding of eligible uses of the American Rescue Plan Fund and outlining the process staff will use to recommend any funding reallocations to continue the City’s pandemic response, relief, recovery efforts for the City Council’s consideration at its meeting on November 2, 2021.

FY 2021-2022 City Roadmap

On March 16, 2021, the City Council approved the City Roadmap (Roadmap) for Fiscal Year 2021-2022. The Roadmap includes 41 initiatives—18 of which are Recovery-related—with over 48 workstreams that are organized by Enterprise Priority. “COVID-19 Pandemic: Community & Economic Recovery” is one of the eight Enterprise Priorities and includes seven specific initiatives:

1. Housing Stabilization
2. Re-Employment + Workforce Development
3. Small Business Recovery
4. Food + Necessities Distribution
5. Digital Equity
6. Child Care
7. Build Back Better + Recovery Task Force (policy initiative)

The City Council also provided direction on the creation of the Task Force by approving a memorandum from Councilmember Peralez on March 16, 2021:

Utilizing the Greater Downtown San José Economic Recovery Task Force and the Health & Racial Equity Task Force as models, create and staff a citywide, cross-sector, community-based Task Force that would provide recommendations to the City Council on matters of COVID-19 economic and social recovery. The Task Force should be convened for no more than a year.

Subsequently, during the May 4, 2021 Community and Economic Recovery Strategy and Approach City Council Study Session, staff shared the principles, structure, and proposed team for Recovery, including updates on key initiatives. Fundamentally, the approach to Recovery leads with people and is grounded in equity, dignity, empathy, and action.

At the August 23, 2021 Community and Economic Development Committee meeting, staff provided an overview of the role and responsibilities of the COVID-19 Recovery Task Force, the proposed Task Force composition, and ideas on the Task Force process and community engagement. Recovery is not for the City to do alone; rather this work must be done **with** the whole community, for the benefit of those most burdened by the crisis, guided by their wisdom, tapping into their potential, and building on their deep enduring strength.

² Eligible Uses of the American Rescue Plan Fund and Next Steps on Funding Reallocations: <https://www.sanjoseca.gov/home/showpublisheddocument/76838>

ANALYSIS

The scope of the Task Force is to work with the community to “think about the future” as it relates to two key areas: 1) stabilizing and strengthening families, and 2) supporting small businesses. The role and responsibilities of the Task Force include:

- Advise and monitor progress on the Roadmap Recovery initiatives;
- Develop a community engagement and communications plan;
- Disseminate information to constituencies and share community feedback to the Task Force on establishing and evaluating projects and programs; and
- Develop new recommended actions for Recovery to be considered by the City Council

The Task Force will build from and leverage other Recovery efforts, including the Silicon Valley Recovery Roundtable, Greater Downtown San José Economic Recovery Task Force, and Health and Equity Task Force. The Task Force will embrace best practices and principles in equitable Recovery, such as those reflected in work products of the Silicon Valley Council of Nonprofits, Racial Equity Action Leadership (REAL) Coalition, and PolicyLink.

Task Force Membership

Attachment A outlines staff’s recommended membership of the COVID-19 Recovery Task Force. The City’s past experiences with advisory and public engagement processes, including the Station Area Advisory Group and the General Plan Four-Year Review Task Force, have shaped staff’s recommendation on the size and membership of the Task Force.

Staff recommends the Task Force have approximately 40 members. This will enable the Task Force to work cohesively and nimbly yet be inclusive of a wide array of community and content area interests.

In determining organizations to recommend for the Task Force, staff considered expertise and/or experience in a subject matter, topic or industry, including health, affordable housing and homeless services, workforce training/development, small business support, education and childcare/family support, digital inclusion, equity and cultural competence, social services, and arts and culture. Additionally, staff considered the organization’s existing “reach” and engagement in serving neighborhood and residents most impacted by the pandemic.

Nomination Process

After City Council approval of the COVID-19 Recovery Task Force membership, staff will contact each organization indicating that they should select a primary and alternate representative to serve on the Task Force. The representative is responsible for acting as liaison between the member organization and the Task Force and should, ideally, be able to attend all Task Force meetings. It is anticipated that the Task Force will meet every month as a group with smaller committee or solution group meetings focused on topics or content area interests. The first Task

Force meeting is expected to be held in October or November. Meetings will be open to the public and consistent with State law and City policies. The Task Force will automatically terminate on December 30, 2022 unless extended by the Council.

CONCLUSION

The COVID-19 Recovery Task Force will play an important role in the recovery from the pandemic, particularly in engaging those who have been most impacted. City Council approval of the Task Force membership will allow staff to finalize the nomination process and kick-off Task Force meetings in October or November 2021.

EVALUATION AND FOLLOW UP

Staff will provide an informational memorandum to the City Council when the COVID-19 Recovery Task Force membership is finalized, indicating appointment of each organization's primary and alternative members. Staff is scheduled to provide Task Force status reports at the January 24, 2022 and April 25, 2022 Community and Economic Development Committee meetings.

CLIMATE SMART SAN JOSE

The recommendation in this memorandum has no effect on Climate Smart San José energy, water, or mobility.

PUBLIC OUTREACH

In addition to posting this memorandum on the City Council's Agenda website for the September 21, 2021 meeting, staff has met with various stakeholders to solicit interest and ideas related to the COVID-19 Recovery Task Force membership.

COORDINATION

Preparation of this memorandum has been coordinated with the City Manager's Office of Racial Equity, City Manager's Budget Office, and the City Attorney's Office.

COST SUMMARY/IMPLICATIONS

Resources to support the COVID-19 Recovery Task Force, including a potential initial allocation of funding from the American Rescue Plan Fund to help kick-start a small number of urgent initiatives recommended by the Task Force, will be considered at the November 2, 2021 City Council meeting as part of the Administration’s recommended actions to reallocate community and economic recovery funding.

CEQA

Not a Project, File No. PP17-010, City Organizational and Administrative Activities resulting in no changes to the physical environment.
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/s/
Rosalynn Hughey
Deputy City Manager

/s/
Dolan Beckel
Interim Deputy City Manager

For general questions, please contact Rosalynn Hughey at rosalynn.hughey@sanjoseca.gov or (408) 455-1191.

Attachment: COVID-19 Recovery Task Force Membership

Attachment A – COVID-19 Recovery Task Force Membership

| | Organization | Representative |
|-----|--|-----------------------|
| 1. | African American Community Service Agency | TBD |
| 2. | Alum Rock Santa Clara Street Business Association | TBD |
| 3. | Asian Americans for Community Involvement (AACI) | TBD |
| 4. | Bill Wilson Center | TBD |
| 5. | Billy De Frank Center | TBD |
| 6. | Black Leadership Kitchen Cabinet of Silicon Valley | TBD |
| 7. | Catholic Charities of Santa Clara County | TBD |
| 8. | Community Health Partnership | TBD |
| 9. | Destination:Home | TBD |
| 10. | Eastside San Jose PEACE Partnership | TBD |
| 11. | First 5 Santa Clara County | TBD |
| 12. | Gardner Health Clinic | TBD |
| 13. | Goodwill of Silicon Valley | TBD |
| 14. | Grail Family Services | TBD |
| 15. | Healing Grove Health Center | TBD |
| 16. | Health Trust | TBD |
| 17. | Indian Health Center of Silicon Valley | TBD |
| 18. | Joint Venture Silicon Valley, Building Back Better | TBD |
| 19. | Latino Business Foundation Silicon Valley | TBD |
| 20. | Minority Business Consortium | TBD |
| 21. | Multicultural Arts Leadership Institute (School of Arts and Culture at Mexican Heritage Plaza) | TBD |
| 22. | PACT (People Acting in Community Together) | TBD |
| 23. | Prosperity Lab | TBD |
| 24. | Racial Equity Action Leadership Coalition | TBD |
| 25. | Roots Community Health Center | TBD |
| 26. | Sacred Heart Community Service | TBD |
| 27. | San José Chamber of Commerce | TBD |
| 28. | San José Downtown Association | TBD |
| 29. | San José-Evergreen Community College District | TBD |
| 30. | San José State University | TBD |
| 31. | Santa Clara County Office of Education | TBD |
| 32. | Santa Clara County Division of Equity and Social Justice | TBD |
| 33. | Second Harvest of Silicon Valley | TBD |
| 34. | Sí Se Puede Collective | TBD |
| 35. | Silicon Valley Council of Nonprofits | TBD |
| 36. | Silicon Valley Independent Living Center | TBD |
| 37. | SOMOS Mayfair | TBD |
| 38. | SV@Home | TBD |
| 39. | Vietnamese American Roundtable | TBD |
| 40. | work2future | TBD |
| 41. | Working Partnerships USA | TBD |