



2950 PERALTA OAKS COURT P.O. BOX 5381 OAKLAND CALIFORNIA 94605-0381 T: 1-888-EBPARKS F: 510-569-4319 TRS RELAY: 711 WWW.EBPARKS.ORG

## BOARD EXECUTIVE COMMITTEE

Friday, August 5, 2016

12:30 p.m.

**EBRPD - Administrative Headquarters  
2950 Peralta Oaks Court  
Oakland, California 94605**

The following agenda items are listed for Committee consideration. In accordance with the Board Operating Guidelines, no official action of the Board will be taken at this meeting; rather, the Committee's purpose shall be to review the listed items and to consider developing recommendations to the Board of Directors.

A copy of the background materials concerning these agenda items, including any material that may have been submitted less than 72 hours before the meeting, is available for inspection on the District's website ([www.ebparks.org](http://www.ebparks.org)), the Headquarters reception desk, and at the meeting.

### Public Comment on Agenda Items

If you wish to testify on an item on the agenda, please complete a speaker's form and submit it to the recording secretary. Your name will be called when the item is announced for discussion.

### Accommodations and Access

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed for you to participate, please contact the Clerk of the Board at 510-544-2020 as soon as possible, but preferably at least three working days prior to the meeting.

## AGENDA

<u>TIME</u>	<u>ITEM</u>	<u>STATUS</u>	<u>STAFF</u>
12:30 pm	1. Pt. Pinole Visitor Center Siting Study – Status Update and Recommendations	R	Lim
1:30 pm	2. Human Resources Division Overview a. Training	I	Beshears
	3. Open Forum for Public Comments <i>Individuals wishing to address the Committee on a topic not on the agenda may do so by completing a speaker's form and submitting it to the recording secretary.</i>		
	4. Board Comments		

R - Recommendation for Future Board Consideration  
I - Information  
D - Discussion

### Executive Committee Members

Doug Siden (Chair); Whitney Dotson; Beverly Lane  
Ayn Wieskamp, Alternate  
Robert E. Doyle, Staff Coordinator

### Future Meetings:

January 14	July 1
February 5	August 5
March 4	September 2
April 1	October 14
May 6	November 4
June 3	December 2



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**Project Manager(s):**

**BOARD EXECUTIVE COMMITTEE**

Meeting of August 5, 2016

**TO:** Board Executive Committee

**FROM:** Robert Doyle, General Manager  
Dr. Ana M. Alvarez, Deputy General Manager

**STAFF REPORT  
PREPARED BY:** Rob Lim, Chief of Design & Construction

**SUBJECT:** Pt. Pinole Visitor Center Siting Study

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Rob Lim, Chief of Design & Construction, and the consultant team will make a presentation on this agenda item.

**BACKGROUND**

Capital Project #146700, Develop Interpretive Center, involves conducting a siting study for a proposed new visitor center at the Point Pinole Regional Shoreline. The proposed visitor center will provide public access to both the recreational opportunities, and the natural and cultural interpretive programs associated with the park.

On November 17, 2015, the Board authorized a consulting services contract with Shah Kawasaki Architects, Inc. of Oakland ("SKA") to conduct the siting study. SKA's scope of services include developing a site and building program; producing a site analysis study to determine the facility's preferred site location; and creating a conceptual building and site design for the preferred site.

Significant progress has been made in analyzing potential sites. SKA identified a study area which included the five site locations provided by the District. The 84 acre study area roughly forms a triangle encompassing the future Atlas parking lot, the current children play structure and the former site of the giant water cistern.

On May 6, 2016, District staff and the SKA team presented to the Board Executive Committee ("Executive Committee") a progress report which included a discussion of the analysis and the ranking of six sites in general and four sites in particular. The Executive Committee provided their feedback indicating that Option 3 (near playground) should be given high consideration in light of superior views. The Executive Committee approved the recommendation to move forward with studying the highest rated sites (1, 2, and 3) in greater detail. At the May 6<sup>th</sup> meeting, members of the California Native Plant Society ("CNPS") requested that further study be made regarding the existence of coastal prairie grasslands on sites 1, 2, and 3.

During the months of May and June, SKA further developed the design of sites 1, 2, and 3. The design team found that if Site 3 could be relocated to the east of the Point Pinole trail, there would be significant improvement in regards to geotechnical, CEQA (California Environmental Quality Act), trail connectivity, and vehicular impacts – this site is referred to as Site 3A. On

June 9<sup>th</sup>, SKA held Workshop #4 with District staff in which detailed site plans and preliminary floor plans were reviewed. The sites were scored and achieved the following ranking from most preferred (1<sup>st</sup>) to least preferred (3<sup>rd</sup>):

- 1<sup>st</sup> (tie): Site 3A (near playground)
- 1<sup>st</sup> (tie): Site 2 (knoll)
- 3<sup>rd</sup>: Site 1 (near the new parking lot at the Atlas Road entrance)

Over the last month, SKA has further developed the floor plans and has prepared preliminary elevations, renderings, and building system narratives. Because the project is only at the study stage, the information contained in these documents are of a preliminary nature only.

At the request of the Executive Committee on May 6, 2016, a Board tour of the three sites has been scheduled for August 4, 2016 at 10:15 am.

### RECOMMENDATION

Staff recommends that the Executive Committee provide feedback on the ranking of the sites. The Executive Committee's feedback will be incorporated into the final siting study report. The final siting study report will be brought before the Board of Directors for their consideration, which may result in the approval of the Executive Committee's preferred site to locate the proposed Pt. Pinole Visitor Center.

**BOARD EXECUTIVE COMMITTEE**

Meeting of August 5, 2016

**TO:** Board Executive Committee

**FROM:** Robert Doyle, General Manager  
Dr. Ana M. Alvarez, Deputy General Manager

**STAFF REPORT  
PREPARED BY:** Sukari Beshears, Human Resources Manager

**SUBJECT:** Human Resources Department Overview

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Sukari Beshears, Human Resources Manager, will make a presentation on this agenda item.

**BACKGROUND**

The Human Resources Department (HRD) provides training and organizational development to support the District. HRD serves as a strategic business partner to department managers and supervisors to identify gaps and create desired performance goals and training needs for the District. HRD strives to create a continuous learning environment for all employees that will evolve as the workforce continues to transition.

It is very important for HRD to position training and champion organizational learning to reduce knowledge loss. The District offers job required, job related, and career related training to regular employees. Over the last several years, there has been an increase in the utilization of training at the District. HRD anticipates that this trend will continue as employees strive to develop in their current positions and prepare for future promotional opportunities at the District.

HRD offers the annual Supervisor Academy to aspiring supervisors in rank and file positions. The academy is designed to expose employees to the role of a supervisor and what to anticipate as a new supervisor. HRD also offers HR Policies and Procedures training to new supervisors and managers at the District to provide resources and tools necessary to perform their job.

In 2015, HRD created a District Training Catalog as a tool for managers, supervisors, and employees to identify and develop training plans. The District offers an array of soft skills and technical skills training. Based on workforce skills and needs assessment, the District introduced new trainings in project management, customer service, and facilitation.

HRD partnered with Operations and Risk Management to identify training for Operations staff. There were a total of forty-four trainings identified that will be tracked and monitored to ensure compliance. HRD will continue to review and monitor organizational training needs to offer relevant training for the District.

## RECOMMENDATION

This is an information only item to provide the Committee with an overview of the Human Resources Department and how the department supports the District through workforce transitions.