



Bay Area Metro Center
375 Beale Street
Suite 700
San Francisco, California

Meeting Agenda - Final

ABAG Housing Methodology Committee

ABAG Housing Methodology Committee

Friday, October 18, 2019

10:00 AM

Yerba Buena - 1st Floor

Association of Bay Area Governments Housing Methodology Committee

The ABAG Housing Methodology Committee may act on any item on the agenda.

The meeting is scheduled to begin at 10:00 a.m.

Agenda, roster, and webcast available at <https://abag.ca.gov>

For information, contact Clerk of the Board at (415) 820-7913.

Roster

Josh Abrams, Anita Addison, Jesse Arreguin, Rupinder Bolaria-Smith, Rick Bonilla, Michael Brilliot, Monica Brown, Amanda Brown-Stevens, Paul Campos, Ellen Clark, Diane Dillon, Forrest Ebbs, Pat Eklund, Jonathan Fearn, Victoria Fierce, Neysa Fligor, Mindy Gentry, Russell Hancock, Paolo Ikezoe, Welton Jordan, Megan Kirkeby, Brandon Kline, Jeffry Levin, Fernando Marti, Rodney Nickens, Jr., Julie Pierce, Bob Planthold, Darin Ranelletti, Matt Regan, Jane Riley, Carlos Romero, Elise Semonian, Aarti Shrivastava, Vin Smith, Matt Walsh
Alternates: Jennifer Carman, Andrew Crabtree, David Feinstein, Noah Housh, Milan Nevjada, John Vasquez

1. Call to Order / Roll Call / Confirm Quorum

2. Welcome

2. [19-1190](https://www.youtube.com/watch?v=19-1190) Welcome

Action: Information

Presenter: Brad Paul

3. Regional Housing Need Allocation Overview

3. [19-1188](#) Regional Housing Needs Allocation Overview

Discussion on RHNA Background and What is the RHNA Housing Methodology

Action: Information

Presenter: Gillian Adams

Attachments: [Item 03 Summary Sheet RHNA Overview v2.pdf](#)
[Item 03 Memo RHNA Overview v3.pdf](#)
[Item 03 Presentation RHNA Overview v3.pdf](#)

4. Housing Methodology Committee Chartering Conversation Overview

4. [19-1189](#) Housing Methodology Committee Chartering Conversation Overview

Discussion on Why an HMC; HMC Introductions via Poll Everywhere; Roles and Responsibilities; and Proposed Decision-Making Process

Action: Information

Presenter: Amber Shipley, Civic Edge Consulting

Attachments: [Item 04 Summary Sheet HMC Chartering Overview v2.pdf](#)
[Item 04 Memo Chartering Overview v5.pdf](#)

5. Election of Housing Methodology Committee Chairperson

5. [19-1202](#) Election of Housing Methodology Committee Chairperson

The Housing Methodology Committee will vote on the election of a committee chairperson.

Action: Approval

Presenter: Brad Paul

Lunch / Break

6. Visioning Housing Goals for the Bay Area

Information

Discussion on: When you think about this opportunity as an HMC member to influence housing growth in the Bay Area, what do you want to achieve?

7. Public Comment

Information

8. Feedback on Today's Meeting and What to Expect at the Next Meeting

Information

9. Adjournment / Next Meeting

The next meeting of the ABAG Housing Methodology Committee is on November 14, 2019.

Public Comment: The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章: MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者, 請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知, 以滿足您的要求。

Acceso y el Titulo VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

Metropolitan Transportation Commission

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San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1190 **Version:** 1 **Name:**

Type: Report **Status:** Informational

File created: 10/10/2019 **In control:** ABAG Housing Methodology Committee

On agenda: 10/18/2019 **Final action:**

Title: Welcome

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Welcome

Brad Paul

Information

Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1188 **Version:** 1 **Name:**
Type: Report **Status:** Informational
File created: 10/10/2019 **In control:** ABAG Housing Methodology Committee
On agenda: 10/18/2019 **Final action:**
Title: Regional Housing Needs Allocation Overview

Discussion on RHNA Background and What is the RHNA Housing Methodology

Sponsors:

Indexes:

Code sections:

Attachments: [Item 03 Summary Sheet RHNA Overview v2.pdf](#)
[Item 03 Memo RHNA Overview v3.pdf](#)
[Item 03 Presentation RHNA Overview v3.pdf](#)

Date	Ver.	Action By	Action	Result
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Regional Housing Needs Allocation Overview

Discussion on RHNA Background and What is the RHNA Housing Methodology

Gillian Adams

Information

Association of Bay Area Governments

Housing Methodology Committee

October 18, 2019

Agenda Item 3

Regional Housing Needs Allocation

Subject: Regional Housing Needs Allocation Overview

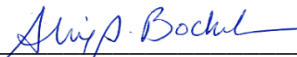
Background: The Regional Housing Need Allocation (RHNA) process is the part of Housing Element Law used to determine how many new homes, and the affordability of those homes, each local government must plan for in its Housing Element. This process is repeated every eight years, and for this cycle the Bay Area is planning for the period from 2022-2030.

Issues: None

Recommended Action: Information

Attachments: A. Memo Regional Housing Needs Allocation Overview
B. Presentation

Reviewed:


Alix Bockleman

TO: Housing Methodology Committee

DATE: October 10, 2019

FR: Deputy Executive Director, Policy

RE: Regional Housing Needs Allocation Overview

What is the Regional Housing Need Allocation (RHNA)?

Since 1969, the State of California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in our communities. To meet this requirement, each city or county must develop a Housing Element as part of its General Plan (the local government's long-range blueprint for growth) that shows how it will meet its community's housing needs. There are many laws that govern this process, and collectively they are known as Housing Element Law.

The Regional Housing Need Allocation (RHNA) process is the part of Housing Element Law used to determine how many new homes, and the affordability of those homes, each local government must plan for in its Housing Element. This process is repeated every eight years, and for this cycle the Bay Area is planning for the period from 2022-2030.

Responsibility for completing RHNA is shared among state, regional, and local governments:

- The **role of the State** is to identify the total number of homes for which each region in California must plan in order to meet the housing needs of people across the full spectrum of income levels, from housing for very low-income households all the way to market rate housing. This is developed by the California Department of Housing and Community Development (HCD) and is known as the Regional Housing Need Determination (RHND).
- The **role of the region** is to allocate a share of the Bay Area's RHND to each city and county in the region. The cities, counties and stakeholders in the Bay Area work together on the methodology for this allocation through the Association of Bay Area Governments (ABAG), the Council of Governments (COG) for the Bay Area.
- The **role of local governments** is to participate in the development of the allocation methodology and to update their Housing Elements and local zoning to show how they will accommodate their share of the RHND.

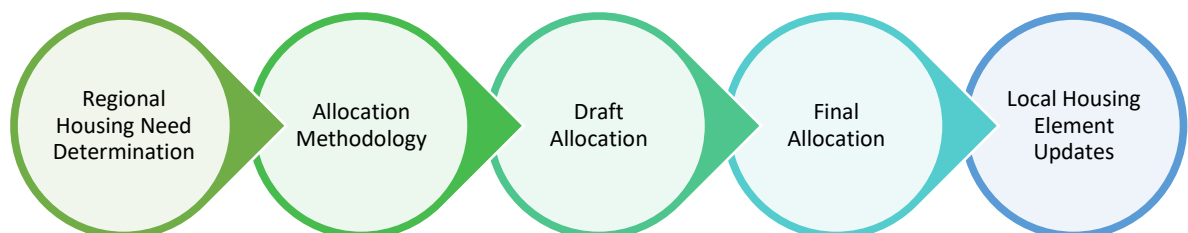
What Principles Guide the RHNA Process?

RHNA and Housing Elements are the primary mechanism by which the State of California requires local governments to take action to meet the housing needs of everyone in the state. Both the RHNA Plan and local Housing Elements must meet five objectives that recognize the importance of comprehensively planning for housing in ways that also promote other priorities, including promoting equity, strengthening the economy, protecting the environment, and promoting public health and safety in the state.

The RHNA objectives can be summarized as:

- Increase housing supply and mix of housing types, tenure, and affordability in all cities and counties within the region in an equitable manner.
- Promote infill development (homes in already-developed areas) and socioeconomic equity, protect environmental and agricultural resources, encourage efficient development patterns (such as putting jobs close to housing), and achieve greenhouse gas reduction targets.
- Promote a thoughtful distribution of jobs and housing region-wide, including an improved balance between low-wage jobs and the number of affordable housing in each jurisdiction.
- Balance disproportionate household income distributions by allocating more market rate homes to lower-income areas and more low-income and very low-income homes in opportunity-rich areas.
- Affirmatively further fair housing, by taking actions to overcome patterns of segregation and foster inclusive communities that provide universal access to opportunity, regardless of a person's race, color, sex, family status, national origin, or disability. Although RHNA is based on the principle that every community should do its "fair share" to provide homes for people at all income levels, the addition of this new objective makes this concept more explicit.

Conceptual Overview of the RHNA Process



Housing Element Law outlines the detailed steps required for completing RHNA, including many opportunities for stakeholders and members of the public to provide input into the process. Conceptually the key milestones in the process are:

Regional Housing Need Determination: As noted above, HCD will identify the total number of housing units, by income category, for which the Bay Area must plan for 2022 to 2030. ABAG consults with HCD about the need determination, but Housing Element law was recently changed to be more prescriptive about how HCD determines the region's housing need.

To ensure the RHND accounts for unmet existing housing need, in addition to the housing needs projected for 2022-2030, HCD must include information about overcrowded households,

households that are cost-burdened, and a target vacancy rate for a healthy housing market when identifying the RHND. These changes are likely to result in a higher RHND for the Bay Area than those the region has received in past cycles.

Allocation Methodology: The allocation methodology is a formula that divvies up the Bay Area’s RHND and calculates the number of housing units and the affordability levels of those units that will be assigned to each city and county to accommodate in its Housing Element. In an effort to incorporate diverse perspectives in determining an equitable distribution of the needed housing to each local government, ABAG convenes a Housing Methodology Committee (HMC) comprised of local government elected officials, staff, and stakeholders from throughout the region to advise ABAG in developing the allocation methodology.

The foundation for this formula is the pattern of expected growth in population, households and jobs from the region’s long-range plan, *Plan Bay Area 2050*. Members of the HMC will work collaboratively to build a numerical formula for allocating housing need by selecting “factors” that adjust the underlying growth pattern from *Plan Bay Area 2050*. The factors chosen by the HMC will use data for each city or county in the region about the selected topic or principle.

The HMC must consider 14 different factors from Housing Element Law, as well as other potential factors identified by the committee, for inclusion in the methodology to allocate housing need in a way that achieves the five RHNA objectives. The Housing Element Law factors can be summarized as:

<ol style="list-style-type: none"> Existing and projected jobs and housing relationship, <i>particularly low-wage jobs and affordable housing</i> Lack of capacity for sewer or water service due to decisions outside jurisdiction’s control Availability of land suitable for urban development Lands protected from urban development under existing federal or state programs County policies to preserve prime agricultural land Distribution of household growth in <i>Plan Bay Area 2050</i> and opportunities to maximize use of transit and existing transportation infrastructure 	<ol style="list-style-type: none"> Agreements to direct growth toward incorporated areas Loss of deed-restricted affordable units <i>Households paying more than 30 percent and more than 50 percent of their income in rent</i> <i>The rate of overcrowding</i> Housing needs of farmworkers Housing needs generated by a university within the jurisdiction <i>Units lost during a state of emergency that have yet to be replaced</i> <i>The region’s GHG targets</i>
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* *Italicized text indicates new factors added for this, the sixth cycle of RHNA.*

Members of the HMC are asked to work together to select the best mix of factors that would result in an equitable distribution of housing need throughout the region. Committee members will have to grapple with determining what is “equitable” and finding the right balance in

achieving each of the RHNA objectives, which can sometimes appear to be at odds with one another. The HMC is responsible for advising staff on a methodology for allocating the entire RHND, and figuring out how to balance the needs of jurisdictions with the needs of the region is the challenge of each RHNA cycle. The final allocation must also be consistent with the development pattern in *Plan Bay Area 2050*.

ABAG staff will share information about the HMC's deliberations and recommendations with the ABAG Regional Planning Committee (RPC). Serving as the primary committee for the working group to interact with, the RPC will then use the input from the HMC to make recommendations to the ABAG Executive Board, which has the authority to make final decisions. ABAG is required to issue a proposed methodology for public comment and then develop a draft methodology to send to HCD for its review prior to adopting a final methodology.

Draft and Final Allocation: Once the final methodology is adopted, ABAG issues a draft allocation to local governments—this is the number of units at each income level that each city and county must show they have the capacity to build. Following the draft allocation, a local government or HCD can appeal the allocation to a particular jurisdiction by making a case that the allocation does not further the RHNA objectives. An appeal of a jurisdiction's allocation does not reduce the RHND for the region. If an appeal is upheld, affected units would be redistributed to others in the region. After ABAG takes action on the appeals, it then issues the final allocation.

Local Housing Element Updates: Each local government must then revise the Housing Element of its General Plan to show it has zoned sufficient sites at densities that will allow it to accommodate its portion of the region's housing need. The Housing Element also identifies policies and strategies the local government will undertake to support housing development and to meet the housing needs of its residents. Similar to the RHNA Plan, each community's Housing Element must affirmatively further fair housing. ABAG's formal role within RHNA ends with adoption of the final allocation—it does not have a say in the approval of local jurisdictions' Housing Elements, which are approved by State HCD. However, ABAG has traditionally provided data and other support to jurisdictions as they develop their Housing Elements.

How Do Subregions Play a Role in the RHNA Process?

RHNA law allows neighboring jurisdictions to form a subregion to conduct a separate but parallel RHNA process. A subregion accepts responsibility for undertaking all of the mandatory steps for completing the RHNA allocations for its member jurisdictions. Forming a subregion allows local governments to work collaboratively toward allocations that are more tailored to the local context. Bay Area jurisdictions have until early 2020 to decide to form a subregion. The HMC will provide feedback on the methodology for determining the subregion's share of the Bay Area RHND. The subregion's portion of the RHND will be removed from the region's allocation process. Although a subregion might choose to use the region's allocation methodology as a reference, the subregion will create its own allocation methodology and issue its own RHNA allocations.



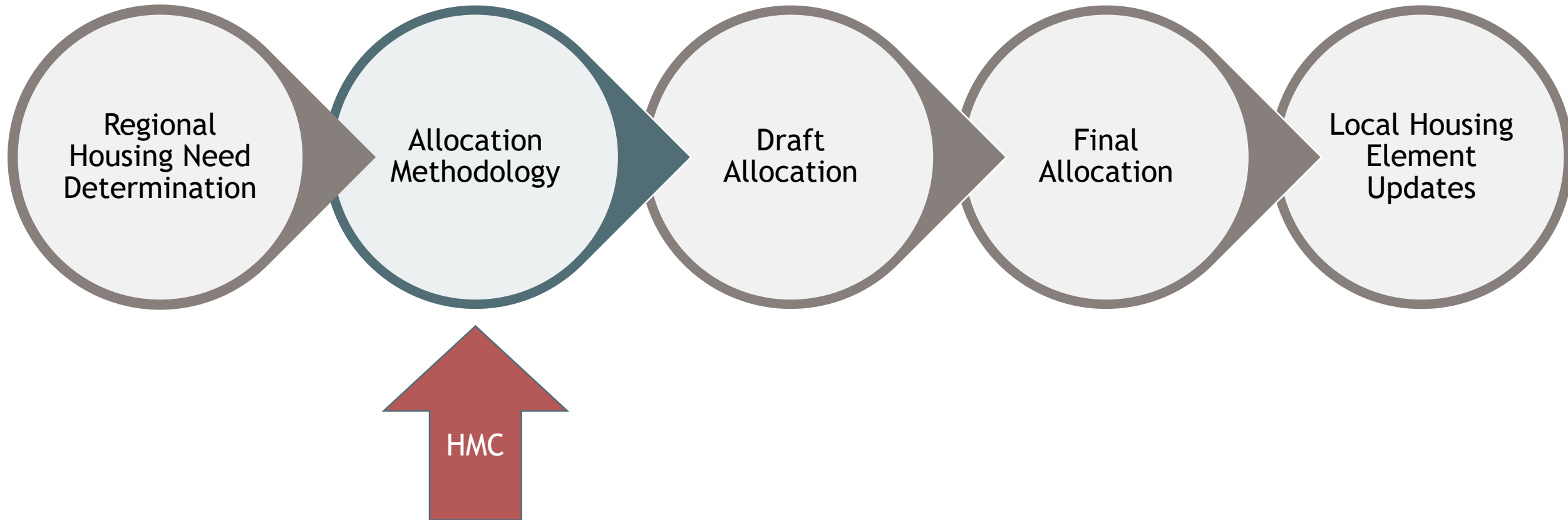
Regional Housing Needs Allocation Overview

ABAG Housing
Methodology Committee
October 18, 2019

What is RHNA?

- **State law requires that all jurisdictions must plan to meet the housing needs of everyone in the community.**
- **State's role:** identify total number of units, across all income groups, for which the region must plan
- **ABAG's role:** allocate a share of housing need, by income, to each jurisdiction
- **Local government's role:** update Housing Element of General Plan and zoning to show how it plans to accommodate its share of the regional need

Conceptual Overview of RHNA Process



What are the statutory objectives of RHNA?

Increase housing supply and mix of housing types, tenure, and affordability in all cities and counties in an equitable manner

Promote infill development and socioeconomic equity, protect environmental and agricultural resources, encourage efficient development patterns, and achieve GHG reduction targets

Promote improved intraregional jobs-housing relationship, including balance between low-wage jobs and affordable housing

Balance disproportionate household income distributions (more high-income RHNA to lower-income areas and vice-versa)

Affirmatively further fair housing

What's new this cycle?

- Greater emphasis on social equity
- Higher expected total regional housing need
- Expanded HCD oversight on methodology & allocations
- More factors to consider in allocations (overpayment; overcrowding; GHG; jobs-housing fit)
- New requirements for identifying eligible sites for Housing Elements

Bay Area RHNA progress, 1999-2017

RHNA		Permits	Percent of RHNA Permitted				
Cycle	Total Need	Permits Issued	All	Very Low Income	Low Income	Moderate Income	Above Moderate Income
1999-2006	230,743	213,024	92%	44%	79%	38%	153%
2007-2014	214,500	123,098	57%	29%	26%	28%	99%
2015-2023*	187,990	87,691	65%	9%	13%	13%	71%

* Only includes permits issued in 2015-2017

Role of Housing Methodology Committee

- Advise ABAG on numerical formula to assign a share of RHND to each city and county in Bay Area; Must fully allocate the RHND by income

Working Group

- Housing Methodology Committee (HMC)

The Housing Methodology Committee provides input to staff on the RHNA methodology. (generally meets monthly)



Committee

- ABAG Regional Planning Committee

ABAG Regional Planning Committee will receive regular updates from the HMC process and will make recommendations to the Board. (generally meets bimonthly)



Board

- ABAG Executive Board

ABAG Executive Board will take action on RHNA at legally-required key points in the process.

Role of Housing Methodology Committee

- How to prioritize and balance objectives that sometimes appear at odds
- Consider best mix of required factors (and others?) for equitable distribution that meets RHNA objectives

What factors must we consider?

1. Existing and projected jobs and housing relationship, *particularly low-wage jobs and affordable housing*
2. Lack of capacity for sewer or water service due to decisions outside jurisdiction's control
3. Availability of land suitable for urban development
4. Lands protected from urban development under existing federal or state programs
5. County policies to preserve prime agricultural land
6. Distribution of household growth in Plan Bay Area and opportunities to maximize use of transit and existing transportation infrastructure
7. Agreements to direct growth toward incorporated areas
8. Loss of deed-restricted affordable units
9. *Households paying more than 30 percent and more than 50 percent of their income in rent*
10. *The rate of overcrowding*
11. Housing needs of farmworkers
12. Housing needs generated by a university within the jurisdiction
13. *Units lost during a state of emergency that have yet to be replaced*
14. *The region's GHG targets*

* Italicized text indicates new factors added for this, the sixth cycle of RHNA.

Questions?



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HMC CHARTERING

ABAG Housing
Methodology Committee
October 18, 2019

A Quick Hello

- Civic Edge Consulting will support with facilitation at HMC meetings
- Outside facilitation supports ABAG staff so they can focus on HMC members, your questions, and housing policy issues
- Your facilitators are NOT housing policy experts
- We are Bay Area residents who care about the future of our communities and want to support HMC members in doing this important work

HMC Chartering Conversation Overview

- Why an HMC?
- HMC Introductions via Poll Everywhere
- Roles and Responsibilities
- Proposed Decision-Making Process
- HMC Norms

Why an HMC?

- You are a critical part of ABAG's approach to creating the RHNA allocation methodology
- The HMC helps ensure a breadth of voices are included in the methodology process
- Through the HMC, ABAG is convening stakeholders who have expertise in areas that may not always have been included in the traditional planning process
- Overarching goals are convening and collaboration
- Create a space for respectful dialogue and opportunities for those with dissenting opinions to share their perspectives and be heard
- ABAG staff will share information about the HMC's deliberations and recommendations with the ABAG Regional Planning Committee (RPC). The RPC will then use input from the HMC to make recommendations to the ABAG Executive Board, which has the authority to make final decisions.

HMC Introductions

- Poll Everywhere Instructions

Roles and Responsibilities: HMC Members

- **Prepare for, attend and actively participate in monthly HMC meetings**, currently scheduled for October 2019 through May 2020 in both San Francisco and Oakland
- **Support and guide ABAG staff's work** in developing the RHNA allocation methodology such that it meets statutory requirements and is consistent with Plan Bay Area 2050
- **Contribute to dynamic discussions**, respectfully engage in sometimes challenging conversations and bring innovative ideas to the group that will ultimately make a recommendation to ABAG staff and the ABAG Regional Planning Committee on the Bay Area's housing allocation methodology
- **Be thoughtful when requesting staff time and resources** for research or other preparations

Roles and Responsibilities: ABAG Staff

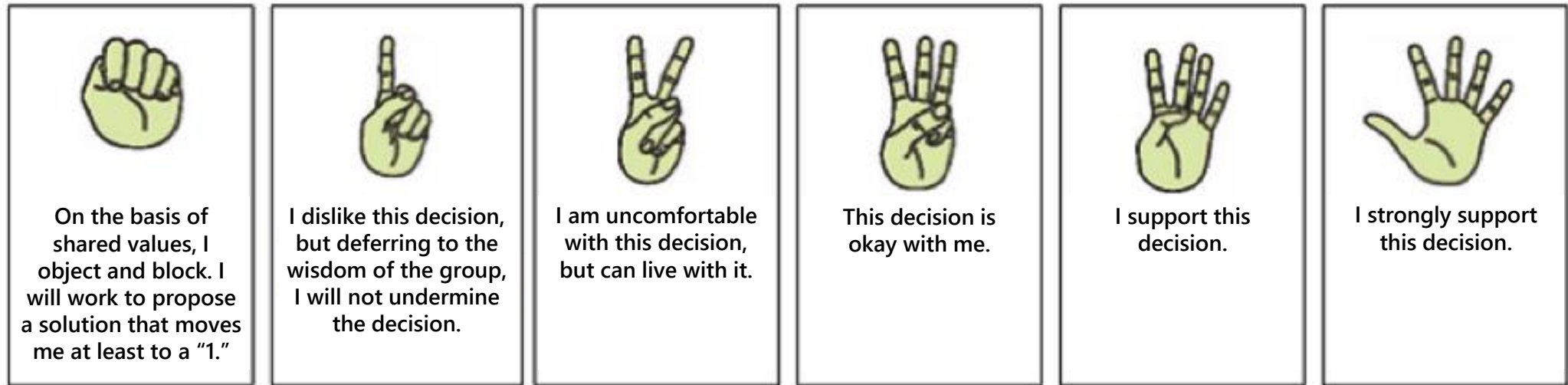
- **Prepare materials** for HMC members with as much advance notice as possible
- **Be as responsive as practicable** to the needs of HMC members as they think creatively about innovative housing methodology considerations
- **Be transparent** about the process and any needs of HMC members
- **Provide guidance** to ensure the allocation methodology will meet the requirements of Housing Element Law

Roles and Responsibilities: Your Facilitators

- Neutral to policy issues
- Passionate about respectful dialogue
- Focused on “the process” - understanding compromise is inevitable, can we do our work together in a way that inspires?
- Your biggest cheerleaders

Proposed Decision-Making Process

- Dialogue is key for the HMC
- Modified consensus decision making model helps support collaboration
- “Fist of five” voting technique provides visual of excitement (or lack of) behind any decision



Proposed Decision-Making Process

- Decision is called, HMC members show “fist of five”:
 - No fists: decision passes, even with lots of 1’s and 2’s
 - Nine or more fists: decision is blocked - more discussion needed
 - If you block a decision, you take on responsibility to find a solution
 - Anyone can “stand aside” on any decision
 - We can vote where majority +1 prevails (out of 5 digits possible x number of members present)
- ABAG staff can weigh in on potential decisions before they are made, and if staff resources are not available to respond to a request, defer action on it

HMC Norms

- Norms are the unwritten rules for how we act and what we do. They are the rules that govern how we interact with each other, how we conduct business, how we make decisions, how we communicate, etc. When establishing norms for any group, it's worthy to consider: time, listening, confidentiality, decision making, participation, and expectations.
- Sample norms include:
 - Start and end on time.
 - Listen respectfully to all ideas.
 - Express disagreement in a professional manner.
 - Have good snacks.

Small Group Work

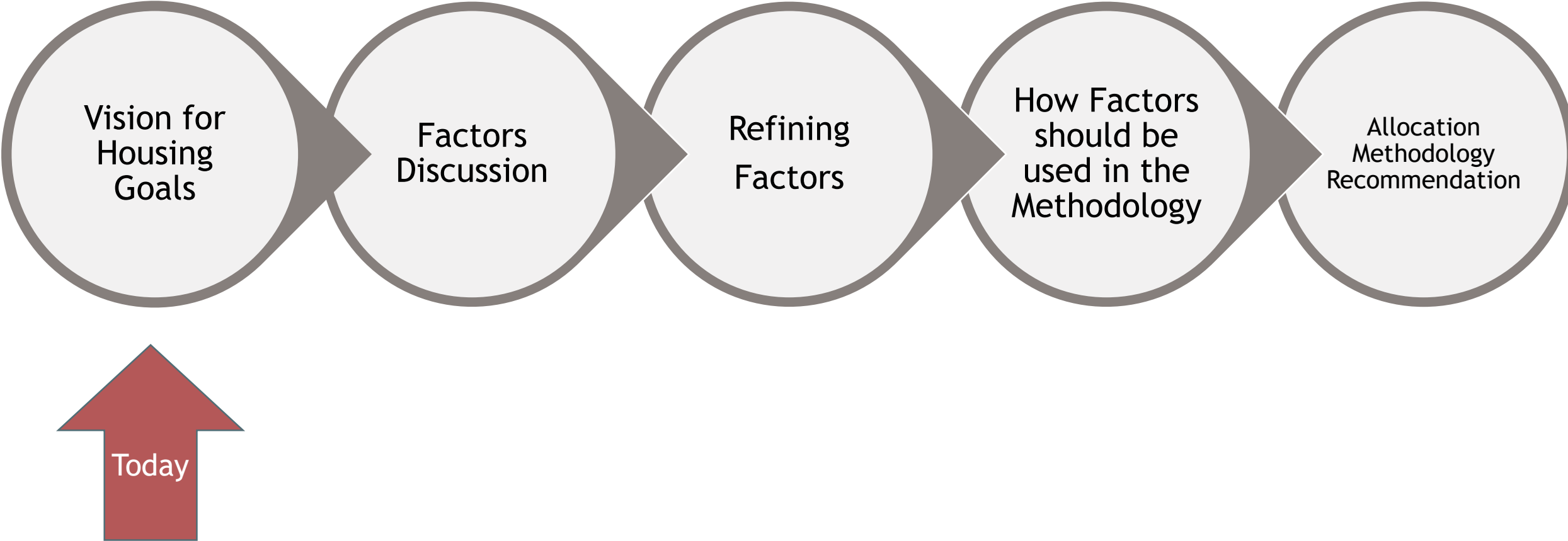
- 10 minutes: reflect on the draft norms circulated
- 10 minutes: report out to group
- Next steps: ABAG staff to consolidate feedback, share draft norms for adoption at Meeting #2



VISIONING HOUSING GOALS FOR THE BAY AREA

ABAG Housing
Methodology Committee
October 18, 2019

Breaking Down Our Work Ahead



Today's Work: Visioning Housing Goals

- When you think about this opportunity as an HMC member to influence housing growth in the Bay Area, what do you want to achieve?
- 20 minutes: three outcomes for the HMC's work
- 15 minutes: report out to group
- Next steps: ABAG staff to consolidate, share how these ideas connect to the factors discussion we'll have at Meeting #2



PUBLIC COMMENT

ABAG Housing
Methodology Committee
October 18, 2019



WRAP UP AND NEXT STEPS

ABAG Housing
Methodology Committee
October 18, 2019

Wrap Up + Next Steps

- Feedback on today's meeting
 - A very brief survey will be circulated
 - Any feedback or ideas to rhna@thecivicedge.com
- What to expect at Meeting #2 in November
 - Approaches for understanding Affirmatively Furthering Fair Housing and Jobs-Housing Fit
 - Introduction to Factors
 - Local Jurisdiction Survey

Metropolitan Transportation Commission

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Legislation Details (With Text)

File #:	19-1189	Version:	1	Name:	
Type:	Report	Status:		Informational	
File created:	10/10/2019	In control:		ABAG Housing Methodology Committee	
On agenda:	10/18/2019	Final action:			
Title:	Housing Methodology Committee Chartering Conversation Overview				
	Discussion on Why an HMC; HMC Introductions via Poll Everywhere; Roles and Responsibilities; and Proposed Decision-Making Process				
Sponsors:					
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Attachments:	Item 04 Summary Sheet HMC Chartering Overview v2.pdf				
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Date	Ver.	Action By	Action	Result
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Housing Methodology Committee Chartering Conversation Overview

Discussion on Why an HMC; HMC Introductions via Poll Everywhere; Roles and Responsibilities; and Proposed Decision-Making Process

Amber Shipley, Civic Edge Consulting

Information

Association of Bay Area Governments

Housing Methodology Committee

October 18, 2019

Agenda Item 4

Regional Housing Needs Allocation

Subject: Housing Methodology Committee Chartering Conversation Overview

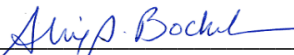
Background: The HMC is a key part of ABAG's approach to creating the RHNA allocation methodology. Through the HMC, ABAG staff seek to facilitate dialogue and information sharing in order to enable coordinated action to address the Bay Area's housing challenges.

Issues: None

Recommended Action: Information

Attachment: A. Memo HMC Chartering Conversation Overview

Reviewed:


Alix Bockleman

TO: Housing Methodology Committee

DATE: October 10, 2019

FR: Deputy Executive Director, Policy

RE: HMC Chartering Conversation Overview

HMC Overview

The Housing Methodology Committee (HMC) has been convened with the following goals:

- **To advise** ABAG staff on the RHNA allocation methodology for the 6th RHNA cycle (2022-2030).
- **To ensure** the methodology and resulting allocation meet statutory requirements.
- **To ensure** the methodology and resulting allocation are consistent with the forecasted development pattern included in Plan Bay Area 2050.

The HMC is a key part of ABAG's approach to creating the RHNA allocation methodology. Through the HMC, ABAG staff seek to facilitate dialogue and information sharing in order to enable coordinated action to address the Bay Area's housing challenges.

As ABAG strives to increase housing choices for people at all income levels and improve regional equity, the agency seeks to ensure that a breadth of voices are included in the methodology process. Unlike most other Councils of Governments in California, ABAG has invited stakeholders from across the Bay Area with a diverse range of backgrounds to join local elected officials and local agency staff in shaping the allocation methodology.

The HMC is comprised of:

- 9 elected officials (one from each Bay Area county)
- 12 jurisdiction housing or planning staff (at least one from each county)
- 13 regional stakeholders representing diverse perspectives, from equity and open space to public health and public transit
- 1 partner each from State and Federal government

ABAG staff will share information about the HMC's deliberations and recommendations with the ABAG Regional Planning Committee (RPC). Serving as the primary committee for the working group to interact with, the RPC will then use the input from the HMC to make recommendations to the ABAG Executive Board, which has the authority to make final decisions.

HMC Roles and Responsibilities

Committee Members will be expected to:

- **Prepare for, attend and actively participate** in monthly HMC meetings, currently scheduled for October 2019 through May 2020 in both San Francisco and Oakland
- **Support and guide ABAG staff's work** in developing the RHNA allocation methodology such that it meets statutory requirements and is consistent with Plan Bay Area 2050

- **Contribute to dynamic discussions**, respectfully engage in sometimes challenging conversations and bring innovative ideas to the group that will ultimately make a recommendation to ABAG staff and the ABAG Regional Planning Committee on the Bay Area's housing allocation methodology
- **Be thoughtful** when requesting staff resources for research or other preparations

ABAG Staff will be expected to:

- **Prepare materials** for HMC members with as much advance notice as possible
- **Be as responsive as practicable** to the needs of HMC members as they think creatively about innovative housing methodology considerations
- **Be transparent** about the process and any needs of HMC members
- **Provide guidance** to ensure the allocation methodology will meet the requirements of Housing Element Law

Proposed HMC Decision-Making Framework

HMC meetings will be primarily focused on creating space for respectful dialogue and opportunities for those with dissenting opinions to share their perspectives and be heard.

That said, some form of group decision making will likely be necessary to move through decision points and arrive at a helpful methodology recommendation for ABAG staff.

ABAG staff recommend the HMC utilize a modified "consensus" decision making process for the HMC. The following excerpt from Seeds for Change describes "Consensus Decision Making":

Consensus decision making is a creative and dynamic way of reaching agreement between all members of a group. Instead of simply voting for an item and having the majority of the group getting their way, a group using consensus is committed to finding solutions that everyone actively supports, or at least can live with. This ensures that all opinions, ideas and concerns are taken into account. Through listening closely to each other, the group aims to come up with proposals that work for everyone.

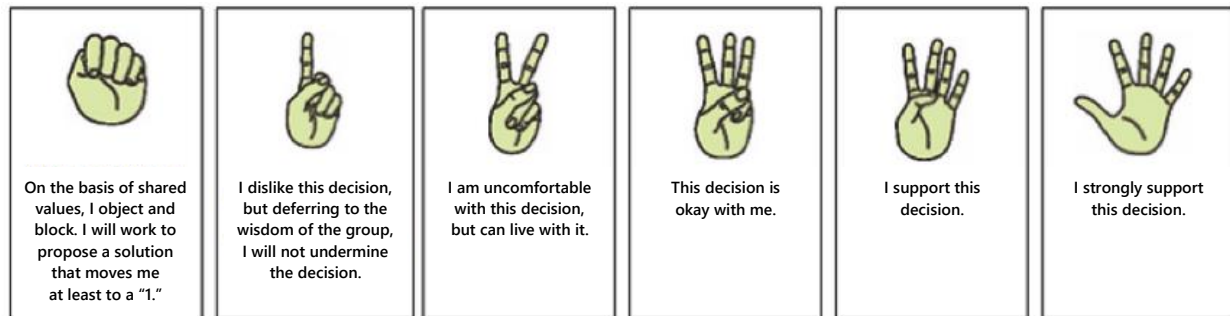
By definition, in consensus no decision is made against the will of an individual or a minority. If significant concerns remain unresolved, a proposal can be blocked and prevented from going ahead. This means that the whole group has to work hard at finding solutions that address everyone's concerns rather than ignoring or overruling minority opinions.

Some groups that use a consensus decision making process require that all group members consent to any proposal for it to be adopted by the group. A super-majority threshold is common. Other groups use the consensus process to maximize agreement, but allow proposals to pass without full unanimity.

ABAG staff recommend working with a “modified consensus model” where nine or more individuals can block a proposal from moving forward, but enthusiastic support for any decision point is not the goal.

HMC members will also be allowed to “stand aside” and not vote if they are not supportive but do not want to block the decision from moving forward.

For the purposes of the HMC meetings, staff recommend using the “fist of five” voting technique often used in a modified consensus process:



How Decision-Making Would Work

Working with a modified consensus decision making model, decision making might look like:

- When a question is called or a decision is needed, the facilitator can ask the group to show their “fist of five” and see where the group is in terms of support. If most of the group is showing one or two digits, consent is available (though not enthusiasm) and the decision moves forward.
- If nine or more fists are showing, the decision would be considered blocked. More discussion is necessary to arrive at a “consensus” vote where eight or fewer members are blocking. If that is not possible, the facilitator will urge the committee to move on.
- If HMC members block a decision, they take on responsibility for working to find a mutually agreeable solution for the entire group through the discussion that follows the blocking vote. The option to “stand aside” is available to any HMC member who does not consent but is unwilling to take on finding a mutually agreeable solution.
- If needed, the “modified consensus model” can allow for voting where a majority + 1 prevails. For example, if there are ten people present, and each person can vote with up to 5 digits (representing strong support), a decision will “pass” if 26 digits are held up around the room.

ABAG Staff's Role in Decision Making

Because the HMC's ultimate goal is a methodology recommendation to ABAG staff, ABAG staff can weigh in on potential decisions before they are made. In particular, this is necessary to ensure there is significant staff bandwidth to accommodate research tasks in advance of the next HMC meeting. ABAG staff can let the HMC know that a request could not be reasonably accommodated, thus deferring action on the potential decision.

HMC Meeting DRAFT Norms

Norms are the unwritten rules for how we act and what we do. They are the rules that govern how we interact with each other, how we conduct business, how we make decisions, how we communicate, etc. When establishing norms for any group, it's worthy to consider: time, listening, confidentiality, decision making, participation, and expectations.

Sample norms include:

- Start and end on time.
- Listen respectfully to all ideas.
- Express disagreement in a professional manner.
- Have good snacks.

Proposed HMC Norms for Discussion:

- We will focus our discussions on how best to increase housing for all income levels in the Bay Area.
- We will remain professional and respectful in all of our interactions.
- We will use our time together wisely, arriving prepared by reading the packet materials shared ahead of each meeting.
- We will prioritize a thoughtful, robust process that makes transparent the "how" and "why" of our path towards recommendations.
- We will use the modified consensus and "fist of five" decision making tools.
- If interested, we will ask any "blocking," "stand aside," or 1's and 2's to share written thoughts within 3 business days to be included in the HMC meeting notes.
- We will share ideas or comments about the methodology with the entire group rather than directing them solely to ABAG staff.

Metropolitan Transportation Commission

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Legislation Details (With Text)

File #: 19-1202 **Version:** 1 **Name:**
Type: Report **Status:** Committee Approval
File created: 10/14/2019 **In control:** ABAG Housing Methodology Committee
On agenda: 10/18/2019 **Final action:**
Title: Election of Housing Methodology Committee Chairperson

The Housing Methodology Committee will vote on the election of a committee chairperson.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Election of Housing Methodology Committee Chairperson

The Housing Methodology Committee will vote on the election of a committee chairperson.

Brad Paul

Approval