



Harini Krishnan, 1st District
Robin Rodricks, 2nd District
Laura McHugh, 3rd District
Edward P. Sweeney, 4th District
Jeanne Heise, 4th District

County Manager's Office
400 County Center
Redwood City, CA 94063
(650) 599-1005
www.smcgov.org/smcac

Samaruddin Stewart, 5th District
Pauline Fong-Martinez, 5th District

**Special Closed Session of the Arts Commission
Wednesday, January 9, 2019 — 1:00 p.m. to 3:00 p.m.**

LOCATION

**County Office Building 1, 455 County Center, Redwood City, CA 94063
Room 405, 4th Floor, County**

AGENDA MEETING MINUTES

1. **Call to Order:** Chair Robin Rodricks, 1:05 pm
2. **Roll Call**
 - Present: Commissioners Harini Krishnan, Robin Rodricks, Laura McHugh, Jeanne Heise, Edward B.Sweeney, Samaruddin Stewart, Pauline B. Fong, Chief Legislative Aide Juda Tomalsoff, Deputy County Manager, Peggy Jensen; Arts Commission Manager, Amisha Motipara
 - Chair Rodricks stated that Bryan Koolidge will be attending the May Commission meeting to conduct a training regarding the Brown Act.
3. **Agenda Amendments**
4. **Strategic Cultural Plan**
 - Background – Robin Rodricks
 - 1.Chair Robin Rodricks scheduled a meeting with County Manager Mike Callagy to discuss the most recent accomplishments of the Arts Commission and the current status of the Arts Commission Strategic Plan, which ended in 2017. Chair discussed the need for a new strategic plan, which would be paid for by money from the current grants budget. Instead, Mr. Callagy offered to provide the Arts Commission with additional funding to hire a Consultant for the plan.
 - Formation of ad hoc committee (3) to review and recommend a consultant to the Commission.
 - 1.Chair Rodricks discussed the need for an Ad Hoc Committee. who would create the RFP for a Consultant and review the RFPs sent into the Commission. Robin Rodricks, Edward Sweeney, and Pauline Fong-Martinez agreed to serve on the Ad Hoc Committee.
 - Outreach* -- initial thoughts:
 1. One public convening per district
 2. Heavy online survey



A. Commissioners shared their initial thoughts on the content of the strategic plan:

i. Pauline Fong-Martinez: Suggests doing a very deep needs assessment of the San Mateo County constituents to identify the problem areas; allow the Commissioner voices to be heard in the plan; RFP needs to have every item the Commission would like to see implemented in the action plan and should have a minimum of qualifications; and the Commission should identify 5 overall arching actions if we would like to see implemented and do those well.

ii. Harini Krishnan: Suggest looking at other county's strategic plan who have already designed a pathway of SMCAC's desired path; having a Cultural Plan that will be apart of the San Mateo County Shared Vision Plan 2025; and view the arts as an intersection of human services by collaborating with other county departments.

iii. Robin Rodricks: Suggest working with other county departments in serving as an expert of how art may be used in their services for their audiences, i.e., HAS; and increase Commission presence by attending of other county department collaborations such as the Children Community Collaboration.

3. Google drive document for recording initial thoughts to share with selected consultant as what Commissioners would like to explore/incorporate in the Strategic Cultural Plan – Amisha Motipara

A. Arts Commissioner stated that a Google document will be available to brainstorm their ideas of what they would like to see in the strategic plan. Asked to identify District specific needs, trying not to replicate what City Arts Councils are already doing.

**Outreach will be conducted with assistance from County Communications staff*

5. **Grant Guidelines—Annual Review** – Amisha Motipara

- Arts Commissioner discussed proposed edits and changes to the 2019 Arts Commission

6. **Adjournment**: 2:40 pm

Next Arts Commission Meeting:
WEDNESDAY, FEBRUARY 20, 2019
1:00 – 3:30 pm
Location to be determined