File No. 221269 **Committee Item No.** 9
Board Item No. 29

COMMITTEE/BOARD OF SUPERVISORS

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Committee: Rules Committee **Date** Jan. 23, 2023

Board of Supervisors Meeting **Date** Jan. 31, 2023

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Completed by: Victor Young **Date** Jan 19, 2023
Completed by: _____ **Date** _____

[Administrative Code - Veterans' Affairs Commission]

Ordinance amending the Administrative Code to decrease from 17 to 13 the number of members of the Veterans' Affairs Commission, and make corresponding revisions to qualifications and appointing authorities for members.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~strikethrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The Administrative Code is hereby amended by revising Article XI of Chapter 5, and sections 5.102 and 5.103, to read as follows:

SEC. 5.102. MEMBERSHIP.

The Commission shall consist of ~~*17*~~*13* members. ~~*Twelve*~~ *Nine* of the members shall be appointed by the Board of Supervisors *to hold seats 1 through 9* and ~~*five*~~ *four* of the members shall be appointed by the Mayor *to hold seats 10 through 13. Members of the Commission shall have the following qualifications* ~~*as follows*~~:

(a) ~~*At least three women veterans. The Board of Supervisors shall appoint at least two members pursuant to this subsection; the Mayor shall appoint at least one member pursuant to this Subsection.*~~ *Seat 1*~~:~~ shall ~~must~~ *be* held by *a spouse, registered/certified domestic partner, or a widow/widower of a veteran who served in the Armed Forces of the United States of America;*

(b) *Seats 2 and 10*~~:~~ shall ~~must~~ *be* held by *women veterans;* ~~*At least two members who served in the Armed Forces of the United States of America and who have a physical disability arising from*~~

~~*that service, in accordance with the definitions applied in such cases by the Veterans' Administration. The Mayor and Board of Supervisors shall each appoint at least one member pursuant to this Subsection.*~~

(c) ~~*All members shall reside in the City and County of San Francisco, effective on the operative date of this section. The Board of Supervisors may only waive this requirement by ordinance*~~ *Seats 3 and 11*~~:~~ shall ~~must~~*be* held by ~~members~~ individuals *who served in the Armed Forces of the United States of America and who have a physical disability arising from that service, in accordance with the definitions applied in such cases by the Veterans' Administration;*

(d) Seats 4-9 and 12-13 are not subject to the requirements set forth in subsections (a) through (c) above.

SEC. 5.103. ORGANIZATION AND TERMS OF OFFICE

(a) The term of each member of the Commission shall be four years~~*; provided, however, that the members first appointed shall, by lot, classify their terms so that three members shall serve a one-year term, four members shall serve a two-year term, four members shall serve a three-year term and four members shall serve a four-year term. On the expiration of these and successive terms, their successors shall be appointed for a four-year term in a manner similar to that described for the initial members*~~.

(b) In the event a vacancy occurs during the term of office of any member, a successor shall be appointed for the unexpired term of the office vacated in a manner similar to that described for the initial members.

(c) The Commission shall elect a chairperson from among its appointed members. The term of office as chairperson shall be for the calendar year or for the portion thereof remaining after each such chairperson is elected.

(d) Services of the members of the Commission shall be voluntary and members will serve without compensation.

(e) Continuing Membership on the Commission. The clerk of the Commission, in consultation with the Clerk of the Board of Supervisors, shall, upon the effective date of the ordinance in Board File No. 221269, changing the number of the seats on the Commission, assign existing Commission members, including members with expired terms serving as holdover appointees, to Seats 1-13 in accord with the requirements of Section 5.102. Their terms of office shall be aligned with the terms of office extant prior to the effective date of the aforementioned ordinance; with the understanding that holdover appointees shall not thereby acquire any permanent or other special status. New appointments made to Commission Seats 1 through 13 following the effective date of the aforementioned ordinance shall be made in accordance with Section 5.102.

(f) Each appointing authority may remove any of its appointees at any time with or without cause. Additionally, any member, including the Chairperson, who misses three regular meetings of the Commission within a six-month period without the express approval of the Commission at or before each missed meeting shall be deemed to have resigned from the Commission 10 days after the third unapproved absence. The Commission shall inform the member's appointing authority of any such resignation.

Section 2. Effective Date. This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor's veto of the ordinance.

Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors intends to amend only those words, phrases, paragraphs, subsections, sections, articles,

numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal Code that are explicitly shown in this ordinance as additions, deletions, Board amendment additions, and Board amendment deletions in accordance with the “Note” that appears under the official title of the ordinance.

APPROVED AS TO FORM:
DAVID CHIU, City Attorney

By: /s/
KATE KIMBERLIN
Deputy City Attorney

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FILE NO. 221269

LEGISLATIVE DIGEST
(1/23/2023)

[Administrative Code - Veterans' Affairs Commission]

Ordinance amending the Administrative Code to decrease from 17 to 13 the number of members of the Veterans' Affairs Commission, and make corresponding revisions to qualifications and appointing authorities for members.

Existing Law

The current code provision establishes a 17-member Veterans' Affairs Commission, with twelve members appointed by the Board of Supervisors, and five appointed by the Mayor. At least three members of the commission must be women veterans and at least two members must be veterans who have a physical disability arising from their service.

Amendments to Current Law

The amendment to the Administrative Code would reduce the number of members on the Veterans' Affairs Commission from 17 to 13, with nine members appointed by the Board of Supervisors, and four appointed by the Mayor. One member must be a spouse, registered/certified domestic partner, or a widow/widower of a veteran who served in the Armed Forces of the United States of America; two members must be women veterans; and two members must be veterans who have a physical disability arising from their service. Existing members, including members with expired terms serving as holdover appointees, will be assigned to Seats 1-13 in accord with the above requirements.

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BOARD of SUPERVISORS

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Room 244
San Francisco, CA 94102-4689
Tel. No. (415) 554-5184
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MEMORANDUM

Date: January 23, 2023

To: The Honorable Members, Board of Supervisors

From: Angela Calvillo, Clerk of the Board

Subject: Administrative Code - Veterans' Affairs Commission

Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

File No. 221269 Administrative Code - Veterans' Affairs Commission

- Does a current body address the same or similar subject matter?

  No. The Ordinance modifies the current Veterans' Affairs Commission; there are no additional bodies that address the same subject matter.

- Language requiring the body to meet at least once every four months

  Yes. Section 5.106 states "The place, date and time of meetings of the Commission shall be prescribed by rule of the Commission; provided, however that the Commission shall hold a regular meeting not less than once every two months. All meetings shall, except as provided by general law, be open to the public."

- Language indicating members serve at the pleasure of the appointing authority

  Yes. Section 5.103 (f) states the following: "Each appointing authority may remove any of its appointees at any time with or without cause."

- Language establishing attendance requirements

  Yes. Section05.103 (f) states the following: "Additionally, any member, including the Chairperson, who misses three regular meetings of the Commission within a six-month period without the express approval of the Commission at or before each missed meeting shall be deemed to have resigned from the Commission 10 days after the third unapproved absence. The Commission shall inform the member's appointing authority of any such resignation."

- Number of seats and qualifications

  There are a total of thirteen seats:

  Seats 1-9 are appointed by the Board of Supervisors:
  - *Seat 1: must be a spouse, registered/certified domestic partner, or a widow/widower of a veteran who served in the Armed Forces of the United States of America.*
  - *Seat 2: must be a women veteran.*
  - *Seat 3: must be a member who served in the Armed Forces of the United States of America and who has a physical disability arising from that service, in accordance with the definitions applied in such cases by the Veterans Administration.*
  - *Seats 4-9: at-large appointment*

  Seats 10-13 are appointed by the Mayor:
  - *Seat 10: must be a women veteran.*
  - *Seat 11: must be a member who served in the Armed Forces of the United States of America and who has a physical disability arising from that service, in accordance with the definitions applied in such cases by the Veterans Administration.*
  - *Seats 12-13: at-large appointment*

- Term limits (i.e., commencement date? staggered terms?)

  Yes. The term of each member of the Commission shall be four years. There are no term limits listed. Terms shall become effective on the effective date of the ordinance.

- Administering department

  Yes. The Human Services Agency provides administrative and clerical support to the Commission.

- Reporting requirements

  The Veterans' Affairs Commission shall directly advise the Mayor and the Board of Supervisors on all matters affecting veterans of the Armed Forces of the United States of America, on the problems, interests and needs of veterans who are residents of the City and County of San Francisco and on the coordination of economic development, health care, and social services programs as they relate to veterans who are residents of the City and County of San Francisco.

  The Commission shall render annually a written report of its activities to the Board of Supervisors and the Mayor.

- Sunset date

  No. A sunset date was not set. Due to the continuing nature of the Commission, the Members were not interested in adding a sunset date.

BOARD of SUPERVISORS

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M E M O R A N D U M

TO: Mary Murphy, Veterans Affairs Commission

FROM: Victor Young, Assistant Clerk

DATE: December 22, 2022

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed legislation:

File No. 221269

Ordinance amending the Administrative Code to decrease from 17 to 13 the number of members of the Veterans' Affairs Commission, and make corresponding revisions to qualifications and appointing authorities for members.

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: victor.young@sfgov.org.

From:	Murphy, Mary (HSA)
To:	Young, Victor (BOS)
Subject:	Supporting Document for BOS Rules Committee Meeting of Monday, January 23, 2023
Date:	Friday, January 20, 2023 3:54:47 PM
Attachments:	image011.png image012.png image013.png image014.png image015.png

Dear Victor,

Please see below comments sent by Veterans Affairs Commissioner Deborah Dacumos in support of amending the Veterans Affairs Commission Administrative Code – an item on the January 23 meeting agenda of BOS Rules Committee:

Subject: File 221269 Ordinance amending Administrative Code- Veterans Affairs Commission

I support the ordinance to administratively change the numbers of the San Francisco Veterans Affairs Commission from 17 to 13. The members who actively participate will be able to meet quorum requirements to hold meetings and perform their duties as a commission. Having one seat designated for spouse, registered domestic partner or widow/ widower of a veteran gives voice to family members who are directly affected by policies related to veterans. Two seats are designated for veterans with disabilities. And two seats for female veterans are still included albeit proportionally decreased from 3 to 2. We currently have a diverse membership and the amendment maintains this diversity.

I request that members of the Board of Supervisors support the Ordinance amendment to Veterans Affairs Code. I thank all members for the continued support they give to veterans and their families.

Very Respectfully,
Deborah Dacumos
San Francisco Veterans Affairs Commissioner

Mary Murphy
Commission Secretary
Veterans Affairs Commission

Office Mailing Address:
170 Otis Street – 8th Floor, San Francisco, CA 94103

C: (415) 509-9691

www.SFHSA.org

SAN FRANCISCO
HUMAN SERVICES AGENCY

January 20, 2023

Sent via Email: Victor.Young@sfgov.org

TO: Rules Committee
San Francisco Board of Supervisors
Legislative Chamber, Room 250
City Hall, San Francisco, CA 94102

RE: Administrative Code – Veterans Affairs Commission
Sponsor: Supervisor Aaron Peskin

Dear Rules Committee Members,

On behalf of the San Francisco Veterans Affairs Commission, I am writing to express support for revisions to the Administrative Code of the Veterans Affairs Commission, which the Rules Committee will consider during its meeting on Monday, January 23, 2023. This ordinance will amend the Administrative Code to decrease from 17 to 13 the number of members of the Veterans Affairs Commission, and make corresponding revisions to qualifications and appointing authorities for members.

The Veterans Affairs Commission (VAC) supports the City by advising the Mayor and the Board of Supervisors on matters affecting military veterans residing in San Francisco. Currently, the city is home to an estimated 26,000 veterans, many of whom face needs and challenges related to housing, metal health support, employment opportunities, and access to veterans resources and benefits. The commission is committed to find solutions to these needs by advocating for the veterans community and continually working to provide them support they most certainly have earned.

I have had the privilege of serving on the commission for the past three years, last year and this year as commission president. I am proud of the accomplishments my fellow commissioners and I have achieved on veterans' behalf, and I know we all look forward to meeting more goals in this upcoming year, especially relating to issues of housing, justice court funding, reintegration of veterans into the workforce, and improved mental health services.

I believe revising the Veterans Affairs Commission Administrative Code is an action that will help us meet these many important goals. With current membership at 17, the quorum required for meetings is 9 members. In the past year meeting attendance varied between 10 to 11 members (no meeting had full attendance) and some start times were delayed as we tried to reach the 9 member quorum.

Additionally, with such a large group it has been a challenge to engage every commissioner in committee work and district liaison assignments. After discussing this with the full commission, a strong majority agree that reducing membership to 13 and expanding qualifications (especially adding a seat on the commission for a military spouse/partner) will strengthen us into an even more focused and actively engaged commission. And finally, due to some term limits ending in January 2023, the active commission membership will be 13, which makes the timing of this step very appropriate.

We are grateful to Supervisor Peskin for his sponsorship of this ordinance and to the supervisor's staff, in particular Calvin Yan for his work and assistance throughout this process. As I've previously noted, this is a positive step for the Veterans Affairs Commission and I thank the Rules Committee for their consideration of this ordinance.

Sincerely,

Ikram Mansori
President, Veterans Affairs Commission
City and County of San Francisco Commissioner