

File No. 160916

Committee Item No. 10

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date September 8, 2016

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Legislative Analyst Report
- Youth Commission Report
- Introduction Form (for hearings)
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

#### OTHER (Use back side if additional space is needed)

- Information Sheet
- \_\_\_\_\_
- \_\_\_\_\_
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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Completed by: Derek Evans Date September 2, 2016

Completed by: \_\_\_\_\_ Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document can be found in the file.

11 July 2016

Dion Libutti

█ 19<sup>th</sup> Ave.

San Francisco, CA 94116

To Whom It May Concern,

This letter is submitted in application for a seat on the Municipal Fines and Fees Task Force. As someone with lived experience as a moderately low-income individual – one who relies heavily on municipal services – and as someone who frequently assists low-income individuals in finding employment and working toward self-sufficiency in the face of barriers such as homelessness and indigence, I'm certain I could offer a valuable perspective to the task force.

As a program assistant in Community Housing Partnership's workforce services department, I was tasked with facilitating our clients' movement through our Employment Pathway, a job training-to-employment program. During this time I developed valued relationships with our participants (who eventually became employees) and began to learn about the challenges to employment that face low-income residents of San Francisco.

When I took on the position of outreach coordinator in the same department, I was afforded the opportunity to meet with many more community members and truly excellent community organizations working equally hard to overcome issues relating to poverty and homelessness. During this time, I've learned much more about what it means to be homeless or indigent in the city of San Francisco.

I've seen how small infractions like Muni tickets, parking violations, and sit/lie violations can become much larger problems for people, and even become a detriment to peoples' livelihoods. I've seen how the effects of such violations – a rescinded driver's license, arrest warrants, referral to collections agencies – can then become a further obstacle to gainful employment, self-sufficiency, or even a comfortable existence.

Having been so close to such issues for much of my professional career, I've developed a strong desire to be involved in the mechanisms by which these issues might be assuaged. As a member of the Fines and Fees Task Force I would hope to help make the lives of our low-income and homeless neighbors easier, and to work toward more equitable solutions to problems of municipal violations.

Please find attached my task force application, statement of economic interests, and professional resume. Feel free to contact me via phone or e-mail if you have any further questions.

Regards,



Dion Libutti



**Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-5163**

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Municipal Fines and Fees Task Force

Seat # or Category (If applicable): 8-11 District: \_\_\_\_\_

Name: Dion Libutti

Home Address: ██████████ 19th Ave. San Francisco, CA Zip: 94116

Home Phone: 415-██████████ Occupation: Outreach Coordinator

Work Phone: 415-852-5345 Employer: Community Housing Partnership

Business Address: 20 Jones St., #200 San Francisco, CA Zip: 94102

Business E-Mail: dlibutti@chp-sf.org Home E-Mail: ██████████

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

**Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I would hope to represent communities of interest relating to municipal fines and fees as someone who understands what it means to be of moderately low-income and rely on public transportation and other municipal services (e.g. public parks, libraries) on a daily basis.

**Business and/or professional experience:**

For nearly 2 years I have worked at Community Housing Partnership, a non-profit organization dedicated to providing supportive housing as well as job training and transitional employment. In my capacities within our workforce development team, I have been fortunate to develop ties with our residents, employees, and community members, and to learn much about the various issues they face daily. Particularly, I've seen how homelessness, criminal backgrounds, and reliance on government benefits can become huge barriers to employment and therefore to one's self-sufficiency.

My involvement with our community organizing department has also given me insight into the obstacles facing low-income San Francisco residents, in particular municipal fines which can spiral into large debts, revoked licenses, arrest warrants, and more. It's been very eye-opening to see how these barriers also intersect with and are compounded by barriers to employment mentioned above.

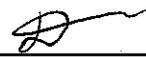
**Civic Activities:**

As a non-native of San Francisco, I've done my best to be involved in the community here: to learn about the history of the city, stay abreast of political issues (housing availability and displacement have of course been at the forefront lately), and attend community gatherings.

More specifically, I've attended Police Commission hearings at City Hall, and rallied in support of affordable housing availability. I've volunteered at events like last year's Howard Zinn Book Fair, and in support of ballot measures during last year's election. Finally, I took a community organizing class last winter in the hopes of strengthening my skills as both a community organizer and community member.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 7/11/16 Applicant's Signature: (required) 

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**COVER PAGE**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)

COMMUNITY HOUSING PARTNERSHIP

OUTREACH COORDINATOR

Division, Board, Department, District, if applicable

Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_

Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

- State
- Multi-County \_\_\_\_\_
- City of \_\_\_\_\_
- Judge or Court Commissioner (Statewide Jurisdiction)
- County of \_\_\_\_\_
- Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

- Annual:** The period covered is January 1, 2015, through December 31, 2015.
- Leaving Office:** Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_ (Check one)
- Assuming Office:** Date assumed \_\_\_\_/\_\_\_\_/\_\_\_\_
- Candidate:** Election year \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_
- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2015.
- The period covered is January 1, 2015, through the date of leaving office.
- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: \_\_\_\_\_**

**Schedules attached**

- Schedule A-1 - Investments** – schedule attached
- Schedule A-2 - Investments** – schedule attached
- Schedule B - Real Property** – schedule attached
- Schedule C - Income, Loans, & Business Positions** – schedule attached
- Schedule D - Income – Gifts** – schedule attached
- Schedule E - Income – Gifts – Travel Payments** – schedule attached

**None - No reportable interests on any schedule**

**5. Verification**

MAILING ADDRESS (Business or Agency Address Recommended - Public Document)	STREET	CITY	STATE	ZIP CODE
20 JONES ST. #200		SAN FRANCISCO	CA	94102
DAYTIME TELEPHONE NUMBER	E-MAIL ADDRESS			
(415) 756-6934	DION.LIBUTTI@GMAIL.COM			

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 7/19/16

Signature [Signature]

(month, day, year)

(File the originally signed statement with your filing official.)

**Dion Libutti**



**Objective:**

Municipal Fines and Fees Task Force Appointee

**Education:**

**Bachelor of Arts – Global Economics**, graduated June 2013

University of California, Santa Cruz

**Education Abroad Program**, Barcelona, Spain, January – April 2013

Universitat Pompeu Fabra

**Related Experience:**

**Outreach Coordinator**, Community Housing Partnership, August 2015 – present

- Develop relationships with community partners to drive enrollment in CHP Employment Pathway
- Create and identify systems to manage outreach and scheduling on a regular basis, and analyze results
- Present the CHP Employment Pathway to a variety of audiences including case managers, CHP building residents, external events, one on one, etc.

**Program Assistant**, Community Housing Partnership, August 2014 – August 2015

- Managed CHP Training Center: scheduling, inventory, organization, upkeep, trainer assistance, vendor relations
- Created and maintained systems to record and evaluate participants' progress at various stages of pathway
- Shared observations, feedback, information, and opinions related to participants' progress through CHP Employment Pathway

**Business Administration Intern**, Santa Cruz Chamber of Commerce, April 2013 – June 2013

- Communicated with local businesses about aspects of Chamber membership
- Created presentations for Chamber meetings, spreadsheets, informational pamphlets
- Maintained database of members: recorded invoice payments, event attendance, contact information
- Responded to customer inquiries via e-mail, telephone, and post; assisted walk-in clients

**Computer and Language Skills:**

- Microsoft Office Suite, Adobe Creative Suite, Salesforce; PC and Mac proficiency
- Intermediate Spanish

**Relevant Coursework:**

Poverty and Public Policy

Community Organizing: Ideas and Action

Energy Economics

Spanish VI



**Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-5163**

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Municipal Fines + Fees Task Force

Seat # or Category (If applicable): \_\_\_\_\_ District: \_\_\_\_\_

Name: Elisa Della-Piana

Home Address: [Redacted] Julia Street Berkeley CA Zip: 94103

Home Phone: [Redacted] Occupation: civil rights lawyer

Work Phone: 415.543.9444 Employer: Lawyers' Committee for Civil Rights

Business Address: 131 Steuart Street Suite 400 Zip: \_\_\_\_\_

Business E-Mail: edellapiana@lccr.com Home E-Mail: \_\_\_\_\_

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: Berkeley

Registered Voter in San Francisco: Yes  No  If No, where registered: Berkeley

**Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I have worked with low-income and homeless people in San Francisco for over a decade, in the Tenderloin, Bayview, Mission, and people of many ages, races & gender identities.

**Business and/or professional experience:**

Please see attached resume.

**Civic Activities:**

Please see attached resume.  
I helped raise issues of court debt and municipal fire fees to public consciousness, and ~~now~~ am thrilled the city has formed this task force to take on this important issue.

Have you attended any meetings of the Board/Commission to which you wish appointment?

Yes  No

(new commission)

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. (Please submit your application 10 days before the scheduled hearing.)

Date: 8/1/16 Applicant's Signature: (required)



(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

COVER PAGE

Please type or print in ink.

NAME OF FILER (LAST) Della-Piana (FIRST) Elisa (MIDDLE) M

1. Of Ace, Agency, or Court

Agency Name (Do not use acronyms) Municipal Fines and Fees Task Force

Division, Board, Department, District, if applicable \_\_\_\_\_ Your Position \_\_\_\_\_

▶ If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

2. Jurisdiction of Of Ace (Check at least one box)

- State
- Multi-County \_\_\_\_\_
- City of \_\_\_\_\_
- Judge or Court Commissioner (Statewide Jurisdiction)
- County of San Francisco
- Other \_\_\_\_\_

3. Type of Statement (Check at least one box)

- Annual: The period covered is January 1, 2015, through December 31, 2015.  
-or-  
The period covered is 8, 4, 2016, through December 31, 2015.
- Assuming Of Ace: Date assumed \_\_\_\_\_
- Candidate: Election year \_\_\_\_\_ and of ace sought, if different than Part 1: \_\_\_\_\_
- Leaving Of Ace: Date Left \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(Check one)  
 The period covered is January 1, 2015, through the date of leaving of ace.  
-or-  
 The period covered is \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_, through the date of leaving of ace.

4. Schedule Summary (must complete) ▶ Total number of pages including this cover page: \_\_\_\_\_

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- Schedule B: Real Property – schedule attached
- Schedule C: Income, Loans, & Business Positions – schedule attached
- Schedule D: Income – Gifts – schedule attached
- Schedule E: Income – Gifts – Travel Payments – schedule attached

-or-

None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE  
(Business or Agency Address Recommended - Public Document)  
131 Stewart Street Suite 400 San Francisco CA 94105

DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS  
(415) 548-9444 edellapiana@lccr.com

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 8/14/16  
(month, day, year)

Signature [Signature]  
(File the originally signed statement with your filing of ace.)

# ELISA DELLA-PIANA

Steuart Street Suite 400 San Francisco, CA •

## **EDUCATION**

### **University of California at Berkeley, School of Law (Boalt Hall)**

Juris Doctor, May 2002

Member, California Bar

HONORS: Boalt Hall Fellowship; Moot Court Advocacy Commendation; Prosser Prize in Trial Advocacy; Talamini Scholarship; Foundation of the State Bar Scholarship for Public Service.

ACTIVITIES: California Law Review; Berkeley Women's Law Journal; Employment Law Center Workers' Rights Clinic; Berkeley Law Foundation; Center for Social Justice Student Advisory Board.

### **University of Utah**

Bachelor of Arts, cum laude in History, May 1999

HONORS: Full Tuition Scholarship; Honors Program; Dean's List, 1995-1999; Templeton Service Fellow.

## **PROFESSIONAL EXPERIENCE**

### **Lawyers' Committee for Civil Rights of the San Francisco Bay Area**

#### ***Legal Director***

Run LCCR's legal program. Specialize in traffic and court debt issues, among other criminal justice and civil rights issues. Co-authored *Not Just a Ferguson Report: How Traffic Courts Drive Inequality in California*, and *Stopped, Fined, Arrested: Racial Bias in Policing and Traffic Courts in California*. Working with a number of county courts and the Judicial Council to change court police regarding ability to pay processes, especially in traffic court.

### **East Bay Community Law Center**

#### ***Director of Programs 2013-present; Neighborhood Justice Clinic Director 2008-2013***

Represented low-income and homeless clients in traffic court. Helped draft and work to get passed state bills to remedy some of the negative effects of court debt. Supervised eight program directors in different substantive areas, including public benefits, juvenile justice, health & welfare, housing, immigration and Clean Slate/criminal records remedies. Ran the General Legal Clinic for self-represented litigants. Coordinated and helped staff EBCLC's state and local policy efforts. Established and ran the Consumer Law Project. Helped litigate affirmative civil rights cases.

### **Youth, Engagement, Advocacy and Housing (YEAH!)**

#### ***Board Chair and Co-Chair, 2013-present***

Lead the Board of YEAH!, a shelter and clinical case management program for transition-age homeless youth. Provide hands-on supervision of Executive Director and collaboration on fund development, program design, and staffing. Perform legal services for YEAH! youth. Advocate for YEAH!'s interests with stakeholders.

### **Lawyers' Committee for Civil Rights of the S.F. Bay Area**

#### ***Homeless Rights Project Attorney, 2004-2008***

Planned and assisted with impact litigation involving law enforcement abuses of poor people in public spaces (see *Kincaid v. City of Fresno*; *Comite of Jornaleros de Glendale v. City of Glendale*); recruited, trained, and supervised pro bono firm attorneys to represent poor and homeless people in traffic court; represented individual homeless people; collaborated with advocates, service providers, and City officials to affect policy in San Francisco and other cities. Received Equal Justice Works fellowship and Open Society Institute Soros Justice Fellowship.

### **Chambers of Betty B. Fletcher, Judge, Ninth Circuit Court of Appeals**

#### ***Law Clerk, 2003-2004***

Researched and wrote bench memoranda and draft opinions; reviewed, researched, and briefed the judge on recent Ninth Circuit opinions and petitions for rehearing en banc; prepared the judge for oral arguments.

**Chambers of David F. Levi, Chief Judge of the Eastern District of California**

*Law Clerk, 2002-2003*

Researched and wrote bench memoranda and draft orders; attended hearings; assisted the judge with trial preparation.

**Coalition on Homelessness, Civil Rights Division**

*Legal Intern, Summer 2000-Spring 2002*

Conducted legal research and otherwise assisted with criminal defense of homeless people; participated in outreach and political organizing activities; worked with homeless advocates nationwide to prepare a national report on the criminalization of homelessness. (Summer 2000, full-time, Fall 2000-Spring 2002)

**Contra Costa County Public Defender's Office**

*Law Clerk, January-October 2001*

Researched and wrote legal motions, briefs, and memoranda in support of the criminal defense of indigent youth and adults; prepared and argued motions on behalf of criminal defendants; worked intensively to prepare lead attorney for the murder trial of a battered woman.



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: Municipal Fines and Fees Task Force

Seat # or Category (If applicable): Seat 8-11 District:

Name: Kendra Amick

Home Address: 25th Ave., Apt 204, SF, CA Zip: 94121

Home Phone: (415) Occupation: Economic Justice Attorney

Work Phone: (415) 354-6364 Employer: Bay Area Legal Aid

Business Address: 1035 Market Street, 6th Floor, SF, CA Zip: 94103

Business E-Mail: Home E-Mail: kendra.amick@gmail.com

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [checked] No [ ] If No, where registered:

Resident of San Francisco [checked] Yes [ ] No [ ] If No, place of residence:

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

As an Economic Justice attorney at Bay Area Legal Aid I represent a diverse group of low-income clients with various public benefits issues. My clients vary greatly in their educational background, ethnicity, race, gender and language capacity. I also represent many clients with disabilities regarding their CAAP or SSI benefits. Additionally, I supervise an off-site legal clinic that will now be housed at Glide and will serve clients in partnership with the Lawyers Committee of Civil Rights.
Prior to working at BayLegal, I worked full-time at a drop-in legal clinic and community resource center called the General Assistance Advocacy Project (GAAP). As a staff attorney at GAAP I regularly interacted with the public and supervised the operation of the clinic to ensure all clients were treated with respect. While working at GAAP I also represented clients with citations in superior court and provided advice and information to clients facing other municipal fines and fees.
Finally, I have served on the Shelter Monitoring Committee for more than two years. As an SMC committee member I interact with shelter staff and residents from diverse backgrounds. Through these experiences I believe I am qualified to represent the communities of interest and diversity of San Francisco.

**Business and/or professional experience:**

See attached resume for details

Economic Justice Attorney, Bay Area Legal Aid (SF Office) - August 2015-present  
Staff Attorney, General Assistance Adovacy Project - August 2013-July 2015

**Civic Activities:**

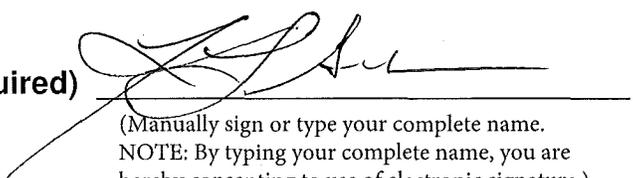
See attached resume for details

Shelter Monitoring Committee - April 2014-present

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

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For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (*Applications must be received 10 days before the scheduled hearing.*)

Date: 8/30/2016 Applicant's Signature: (required) 

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

---

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

## KENDRA AMICK, ESQ.

25th Ave., • San Francisco, CA 94121 • (415) •

### EXPERIENCE

#### ❖ **Bay Area Legal Aid**, San Francisco, CA

*Economic Justice Attorney (August 2015 – present)*

Represent low-income clients on administrative law issues relating to economic security. Collaborate with community advocates and local officials to advocate for administrative policy reform to address needs of clients. Conduct educational workshops at local community based organizations regarding issues that impact community members' economic security. Supervise law students who provide legal information and referrals to low income and homeless clients at off-site drop-in legal clinic.

#### ❖ **Shelter Monitoring Committee**, San Francisco, CA

*Committee Member and Policy Sub-Committee Member (April 2014-present)*

Participate in monthly committee meetings to discuss issues relating to San Francisco shelter system and review staff reports. Conduct regular site inspections at least twice a month at city-funded shelters in San Francisco. Coordinate site visits with team members, schedule visits with shelters, and prepare documentation from inspections. Meet with policy sub-committee members, government representatives and community stakeholders to develop policy recommendations for the San Francisco Human Services Agency.

#### ❖ **General Assistance Advocacy Project (GAAP)**, San Francisco, CA

*Staff Attorney and Volunteer Coordinator (August 2013-July 2015)*

Managed general caseload and represent clients at CAAP, CalFresh, and Social Security administrative hearings to obtain or maintain their benefits. Represented clients with Quality of Life citations in SF superior court. Developed workshop materials and conducted trainings with local service providers on MUNI fare evasion citations. Collaborated with other organizations to implement policy changes within the SF Human Services Agency that better serve CAAP and CalFresh applicants and recipients. Provided support to the Executive Director with regards to program development, policy advocacy, and office management.

*Volunteer Advocate (September 2010-May 2013), Summer Legal Intern (May-August 2011)*

Advocated on behalf of homeless and marginally housed clients on a variety of legal and social services issues, primarily issues impacting clients' public benefits and housing. Organized and implemented training and scheduling of over 20 new student volunteers as student Co-President from May 2012-May 2013.

#### ❖ **SF Human Rights Commission**, San Francisco, CA

*Policy Intern (January-May 2013)*

Collaborated with the San Francisco Human Rights Commission staff to draft a report addressing the human rights impact of anti-trafficking legislation – specifically the Case Act (proposition 35). Researched legal implications of Case Act and interviewed San Francisco advocates and community members about the impact of the Act. Attended bi-monthly meetings of the Human Rights Commission commissioners and presented research findings and policy recommendations in front of the Commission.

#### ❖ **East Bay Community Law Center**, Berkeley, CA

*Legal Intern/Extern in Welfare Law and Policy Practice (May-December 2012)*

Advocated to remove Alameda County's 3-month time limit on General Assistance for employable persons in front of the Alameda County Board of Supervisors. Managed client caseload while also strategizing on how to shape policy that impacts clients' lives. Represented clients at administrative hearings to maintain or obtain public benefits. Drafted domestic violence declarations with clients and helped DV victims obtain retroactive benefits from CalWORKS. Negotiated for administrative remedies with the Social Services Agency at regular policy meetings.

## **KENDRA AMICK, ESQ.**

25th Ave., • San Francisco, CA 94121 • (415) •

### ❖ **San Francisco Homeless Services Coalition**, San Francisco, CA

*Education Outreach Organizer/Senior Field Manager (August 2008 – April 2009)*

Raised awareness about issues impacting the homeless community in San Francisco. Lead grassroots fundraising efforts for homeless services and shelters in the Bay Area. Directed group orientation sessions and individual training of new employees. Developed office policies and campaign strategies.

## **EDUCATION**

### ❖ **University of California, Hastings College of the Law**, San Francisco, CA

J.D., May 2013

- Completed Concentration in Social Justice Lawyering
- Graduated with more than 150 of pro-bono service
- Recipient of :
  - Stephen Cone Fellowship in Legal Writing and Research (Summer 2011)
  - ABA John J. Curtin, Jr. Justice Fund Legal Intern Program Stipend (Summer 2011)
  - Equal Justice America Fellowship (Summer 2012)
  - Hastings Public Interest Law Foundation Grant (Summer 2012)
- Hastings Public Interest Law Foundation Board Member (2011-2013)
- Co-President of the General Assistance Advocacy Project (GAAP), 2012-2013

### ❖ **Scripps College**, Claremont, CA

B.A. in Politics and International Relations/French Studies, May 2008

- Thesis for dual major, “‘The Big Girl’, Versus ‘La Madone’: A Comparative Analysis of Gender Performance Strategy in the Presidential Campaigns of Hillary Clinton and Ségolène Royal”, May 2008

## **VOLUNTEER ACTIVITIES**

- **San Francisco Shelter Monitoring Committee**, San Francisco, CA (April 2014 – present)
- **SF Human Services Agency, Bi-Annual Homeless Count**, San Francisco, CA (January 2009)
- **Labor Community Strategy Center**, Los Angeles, CA (January - May 2008)
- **UNITE HERE! Local 11**, Los Angeles, CA (March 2008)

## **LANGUAGES**

- Proficient in French



**Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-5163**

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Fines + Fees Taskforce

Seat # or Category (If applicable): \_\_\_\_\_ District: \_\_\_\_\_

Name: Nicholas Kimura

Home Address: [Redacted] Sloat Blvd Zip: 94102 94116

Home Phone: 510 297 7440 Occupation: Shelter Club Advocate

Work Phone: \_\_\_\_\_ Employer: Eviction Defense Collaborative

Business Address: 468 Turk St. Zip: 94102

Business E-Mail: nicholas@evictiondefense.org Home E-Mail: [Redacted]

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

**Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

*I have volunteered at the Coalition on Homelessness & witnessed the various types of citations received by poor & homeless San Franciscans & the subsequent effects.*

*I am also now working at the Eviction Defense Collaborative's rental assistance program and work w/ people of many backgrounds & identities.*

**Business and/or professional experience:**

I have worked in the shelter system for about 5 years, advocacy for clients and homeless people.  
I was the Chair of the Shelter Mandatory Committee & worked w/ Sup. Tang's office, ASA, and community partners to change shelter policy.

**Civic Activities:**

[Empty box for Civic Activities]

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 9/1/16 Applicant's Signature: (required)   
(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**COVER PAGE**

Please type or print in ink.

NAME OF FILER (LAST) Kimura (FIRST) Nicholas (MIDDLE) Nathan

1. Office, Agency, or Court Board of Supervisors  
 Agency Name (Do not use acronyms)  
Municipal Fees & Fees Taskforce  
 Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

2. Jurisdiction of Office (Check at least one box)

- State
- Multi-County \_\_\_\_\_
- City of San Francisco
- Judge or Court Commissioner (Statewide Jurisdiction)
- County of SF
- Other \_\_\_\_\_

3. Type of Statement (Check at least one box)

- Annual: The period covered is January 1, 2015, through December 31, 2015.
- or-
- The period covered is \_\_\_\_\_, through December 31, 2015.
- Assuming Office: Date assumed \_\_\_\_\_
- Leaving Office: Date Left \_\_\_\_\_ (Check one)
- The period covered is January 1, 2015, through the date of leaving office.
- or-
- The period covered is \_\_\_\_\_, through the date of leaving office.
- Candidate: Election year \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_

4. Schedule Summary (must complete) ► Total number of pages including this cover page: \_\_\_\_\_

**Schedules attached**

- Schedule A-1 - Investments – schedule attached
- Schedule A-2 - Investments – schedule attached
- Schedule B - Real Property – schedule attached
- Schedule C - Income, Loans, & Business Positions – schedule attached
- Schedule D - Income – Gifts – schedule attached
- Schedule E - Income – Gifts – Travel Payments – schedule attached

-or-  
 None - No reportable interests on any schedule

5. Verification 468 Turk St. SF CA 94102  
 MAILING ADDRESS STREET CITY STATE ZIP CODE  
 (Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER 562 297 7440 E-MAIL ADDRESS nicholas.k@evictiondefense.org

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 9/11/16  
 (month, day, year)

Signature [Signature]  
 (File the originally signed statement with your filing official.)



Board of Supervisors  
 City and County of San Francisco  
 1 Dr. Carlton B. Goodlett Place, Room 244  
 (415) 554-5184 FAX (415) 554-5163

RECEIVED  
 BOARD OF SUPERVISORS  
 SAN FRANCISCO

2016 JUL 20 PM 4:23

BY \_\_\_\_\_

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Municipal Fines and Fees Task Force

Seat # or Category (If applicable): 8, 9, 10, or 11 District: \_\_\_\_\_

Name: Scott Nelson

Home Address: ██████████ Polk Street Zip: 94109

Home Phone: ██████████ Occupation: Community Activist

Work Phone: 415-346-3740 Employer: Coalition on Homelessness

Business Address: 468 Turk Street Zip: 94102

Business E-Mail: snelson@cohfsf.org Home E-Mail: ██████████

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

**Pursuant to Charter, Section 4.101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I live in the northern part of the Tenderloin neighborhood and interact with the residents on a daily basis. I thus experience many of the same issues and concerns as other Tenderloin and low-income residents.

**Business and/or professional experience:**

Registered California Process Server  
Legal Assistant  
Small Business Owner

**Civic Activities:**

Currently vounteering at the Coalition on Homelessness in San Francisco five days per week, and at the Prison Activist Resource Center in Oakland one day a week.

Have you attended any meetings of the Board/Commission to which you wish appointment?      Yes  No

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: July 20, 2016 Applicant's Signature: (required) 

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**STATEMENT OF ECONOMIC INTERESTS**  
**COVER PAGE**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)  
 Nelson Scott

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)  
 Board of Supervisors  
 Division, Board, Department, District, if applicable Your Position  
 Municipal Fines and Fees Task Force Task Force Member

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

State  Judge or Court Commissioner (Statewide Jurisdiction)  
 Multi-County \_\_\_\_\_  County of San Francisco  
 City of \_\_\_\_\_  Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

Annual: The period covered is January 1, 2015, through December 31, 2015.  
 -or- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2015.  
 Assuming Office: Date assumed 08 / 11 / 2016  
 Leaving Office: Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_ (Check one)  
 The period covered is January 1, 2015, through the date of leaving office.  
 -or-  
 The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.  
 Candidate: Election year \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: 1**

**Schedules attached**

Schedule A-1 - Investments - schedule attached  Schedule C - Income, Loans, & Business Positions - schedule attached  
 Schedule A-2 - Investments - schedule attached  Schedule D - Income - Gifts - schedule attached  
 Schedule B - Real Property - schedule attached  Schedule E - Income - Gifts - Travel Payments - schedule attached

-or-

None - No reportable interests on any schedule

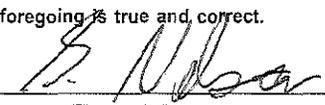
**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
 (Business or Agency Address Recommended - Public Document)  
 1001 Polk Street San Francisco CA 94109  
 DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS  
 ( 415 ) 346-3740 snelson@cohsf.org

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed July 20, 2016  
 (month, day, year)

Signature   
 (File the originally signed statement with your filing official.)



Shelter Client Advocates 468 Turk St. SF, CA 94102 415.346.7685

Clerk of the Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Rm 244  
San Francisco, CA 94102  
415-554-5184

July 19, 2016

Re: Board of Supervisors Appointment to Task Force

To the Clerk of the Board,

This is in reference to Scott Nelson, one of the applicants for a seat on the newly formed Municipal Fines and Fees Task Force. Scott currently works at the Coalition on Homelessness on Turk Street, in an office directly adjacent to the Shelter Client Advocates office.

While assisting the Coalition with homeless issues, I have worked alongside Mr. Nelson on many occasions and have found him to be a tireless advocate not only for the homeless, but also for low-income and other persons seeking assistance with current or overdue traffic tickets at the Coalition's Citation Defense Clinic.

The work Scott performs with the Citation Defense Clinic and the knowledge he has gained working with their clients during the past year will greatly assist the Task Force in their duty to advise the Board and others in formulating policies to reduce fines or fees for low-income City residents.

Scott also works as the Coalition's *Street Sheet* Vendor Coordinator, and is responsible for coordinating the distribution of up to 16,000 issues every two weeks to the Coalition's network of approximately 140 street vendors.

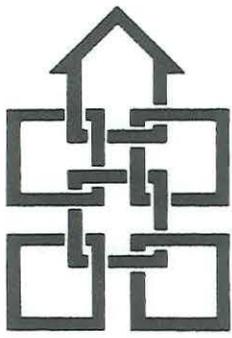
I feel Scott will be an invaluable asset to the Task Force and am confident he will bring fresh ideas concerning the mitigation of fines and fees for low-income and homeless residents of the City.

Please feel free to contact me at the below number or email with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Will Daley', with a stylized flourish at the end.

Will Daley  
415-346-7686  
willd@evictiondefense.org



COALITION·ON  
HOMELESSNESS  
san francisco

Angela Calvillo  
Clerk of the Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102  
415-554-5184  
[Board.of.Supervisors@sfgov.org](mailto:Board.of.Supervisors@sfgov.org)

July 18, 2016

Re: Board of Supervisors Appointment to Task Force

Clerk Calvillo,

I write to express my support for Scott Nelson, who is applying for a seat on the recently established *Municipal Fines and Fees Task Force*.

Scott currently volunteers for the Coalition on Homelessness, and is our lead advocate with the Coalition's Citation Defense project.

The Citation Defense project assists homeless and low-income persons in addressing their outstanding citations whether current, overdue, or in warrant or collection status. On a day-to-day basis, Scott screens the tickets and citations to determine whether they meet our criteria and/or we can otherwise offer additional assistance.

Scott then assists our clients with the proper course of action to address the citation, including dismissal in conjunction with the District Attorney's office, or referral to the Lawyer's Committee on Civil Rights concerning older citations requiring assistance of counsel.

Overall, I believe Scott's intimate knowledge of the current situation surrounding fines and fees imposed on low-income persons will make him a valuable addition to the Task Force.

Please feel free to contact me at the below number with any questions or concerns.

Sincerely,

Lisa Marie Alatorre  
Human Right Organizer  
Coalition on Homelessness  
468 Turk Street  
San Francisco, CA 94102  
415-346-3740 ext. 312  
[lmalatorre@cohsf.org](mailto:lmalatorre@cohsf.org)

468 Turk St.  
San Francisco, CA 94102  
415.346.3740 TEL  
415.775.5639 FAX  
[www.cohsf.org](http://www.cohsf.org)

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## VACANCY NOTICE

### MUNICIPAL FINES AND FEES TASK FORCE

#### INAUGURAL NOTICE

NOTICE IS HEREBY GIVEN of the following vacancies:

**Vacant seat 8**, new appointment, must be held by a person with lived experience as, or experience providing services or assistance to, low-income people regarding court-ordered debt, suspended driver's licenses, or payment of municipal fines or fees, for a two-year term ending on June 26, 2018.

**Vacant seat 9**, new appointment, must be held by a person with lived experience as, or experience providing services or assistance to, low-income people regarding court-ordered debt, suspended driver's licenses, or payment of municipal fines or fees, for a two-year term ending on June 26, 2018.

**Vacant seat 10**, new appointment, must be held by a person with lived experience as, or experience providing services or assistance to, low-income people regarding court-ordered debt, suspended driver's licenses, or payment of municipal fines or fees, for a two-year term ending on June 26, 2018.

**Vacant seat 11**, new appointment, must be held by a person with lived experience as, or experience providing services or assistance to, low-income people regarding court-ordered debt, suspended driver's licenses, or payment of municipal fines or fees, for a two-year term ending on June 26, 2018.

**Reports:** No later than six months after its inaugural meeting, the Task Force shall submit to the Board of Supervisors a report evaluating and recommending policy options to (1) reduce municipal fines and fees for low-income people, (2) reduce the rate at which low-income people are cited for municipal violations, (3) offer debt relief for low-income people facing significant debt arising from municipal fines, fees, and court-ordered debt, and (3) implement the Statewide Traffic Tickets/Infraction Amnesty Program based on California Vehicle Code Section 42008.8.

**Sunset Date:** June 26, 2018.

Additional information relating to the Municipal Fines and Fees Task Force may be obtained by reviewing Administrative Code, Chapter 5, Article XXX, Sections 5.30-1 through 5.30-6, at <http://www.sfbos.org/sfmunicodes>.

Interested persons may obtain an application from the Board of Supervisors' website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be residents of San Francisco, unless otherwise stated.

**Next Steps:** Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting and applicant(s) may be asked to state their qualifications. The appointment(s) of the individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

*Please Note: Depending upon the posting date, some vacancies may have already been filled. To determine if vacancies for this Advisory Committee are still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-7702.*

  
for Angela Calvillo  
Clerk of the Board

DATED/POSTED: July 1, 2016

San Francisco  
BOARD OF SUPERVISORS

Date Printed: September 6, 2016

Date Established:

June 26, 2016

Active

**MUNICIPAL FINES AND FEES TASK FORCE**

**Contact and Address:**

Phone:

Fax:

Email:

**Authority:**

Administrative Code, Chapter 5, Article XXX, Sections 5.30-1 through 5:30-6; Ordinance No. 93-16 (File No. 160359).

**Board Qualifications:**

The Board of Supervisors established the Municipal Fines and Fees Task Force of the City and County of San Francisco.

The general purpose of the Task Force is to provide advice to the Board of Supervisors, the Mayor, and City departments regarding the financial and criminal impacts on low-income San Franciscans of municipal fines and fees, court-ordered debt, suspended driver's licenses, and collection policies and practices related to these fines and fees, and regarding potential policies that could mitigate those impacts.

The Task Force shall consist of the following eleven voting members:

- ☐ Seat 1 shall be held by an employee of the Treasurer-Tax Collector's Office, appointed by the Treasurer-Tax Collector.
- Seat 2 shall be held by an employee in the Office of Economic and Workforce Development, appointed by the Director of that department.
- Seat 3 shall be held by an employee of the Human Services Agency, appointed by the Director of that department.
- Seat 4 shall be held by an employee of the Public Defender's Office, appointed by the Public Defender.
- Seat 5 shall be held by an employee of the District Attorney's Office, appointed by the District Attorney.
- Seat 6 shall be held by an employee of the Municipal Transportation Agency, appointed by the

San Francisco  
BOARD OF SUPERVISORS

Director of Transportation.

- Seat 7 shall be held by an employee of the San Francisco Superior Court, appointed by the Presiding Judge. If at any time the Presiding Judge declines to appoint a member and leaves the seat vacant for 60 days or longer, the Board of Supervisors may appoint a member of the public to fill the seat until such time as the Presiding Judge appoints a member.

- Seats 8 through 11 shall be held by persons with lived experience as, or experience providing services or assistance to, low-income people regarding court-ordered debt, suspended driver's licenses, or payment of municipal fines or fees, appointed by the Board of Supervisors.

Members of the Task Force shall serve at the pleasure of their appointing authorities and may be removed by the appointing authorities at any time. Each member may remain on the Task Force until the termination of the Task Force under Section 5.30-6, unless removed by his or her appointing authority. A seat that is vacant on the Task Force shall be filled by the appointing authority for that seat.

Any member who misses three regular meetings of the Task Force within a six-month period without the express approval of the Task Force at or before each missed meeting shall be deemed to have resigned from the Task Force 10 days after the third unapproved absence. The Task Force shall inform the appointing authority of any such resignation.

Report: No later than six months after its inaugural meeting, the Task Force shall submit to the Board of Supervisors a report evaluating and recommending policy options to (1) reduce municipal fines and fees for low-income people, (2) reduce the rate at which low-income people are cited for municipal violations, (3) offer debt relief for low-income people facing significant debt arising from municipal fines, fees, and court-ordered debt, and (3) implement the Statewide Traffic Tickets/Infraction Amnesty Program based on California Vehicle Code Section 42008.8.

Sunset: Unless the Board of Supervisors by ordinance extends the term of the Task Force, this Article XXX shall expire by operation of law, and the Task Force shall terminate, two years after the effective date of the ordinance in Board File No. 160359 enacting this Article--June 26, 2018. After that date, the City Attorney shall cause this Article XXX to be removed from the Administrative Code.