

File No. 170723

Committee Item No. 3

Board Item No. 19

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date June 14, 2017

Board of Supervisors Meeting

Date June 20, 2017

Cmte Board

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| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Vacancy Notice |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Info Sheet |
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Completed by: Derek Evans

Date June 9, 2017

Completed by: Derek Evans

Date June 15, 2017

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

1 [Appointment, Food Security Task Force - Michelle Kim]

2
3 **Motion appointing Michelle Kim (residency requirement waived), for an indefinite term,**
4 **to the Food Security Task Force.**

5
6 **MOVED,** That the Board of Supervisors of the City and County of San Francisco does
7 hereby appoint the hereinafter designated persons to serve as members of the Food Security
8 Task Force, pursuant to the provisions of Health Code, Sections 470.1 and 470.2, for the
9 terms specified:

10 Michelle Kim (residency requirement waived), seat 12, succeeding Heather Tufts, must
11 be from the Department of Children, Youth and their Families, for an indefinite term; and, be it

12 **FURTHER MOVED,** That the Board of Supervisors makes the following findings:

- 13 1. The membership of the Food Security Task Force has a goal to be representative of
14 the diversity of the City and County of San Francisco.
- 15 2. Applicant Michelle Kim, who is not a resident of San Francisco, is a person with
16 experience that uniquely qualifies them to serve on the Food Security Task Force.
- 17 3. The Food Security Task Force has attempted to fill the position, for which Michelle
18 Kim was nominated, with an individual who is a City resident and who has the
19 specific experience, skills, and qualifications, but has been unable to do so at this
20 time. The Rules Committee has certified that Michelle Kim is qualified to serve on
21 the Food Security Task Force.
- 22 4. After exercising due diligence, the Board of Supervisors concludes that there is no
23 other possible representative, who is a resident of San Francisco, and who has the
24 specific experience, skills, or qualifications possessed by this applicant; and who is
25 willing to serve on the Food Security Task Force at this time; and, be it

1 FURTHER MOVED, That the Board of Supervisors waives the residency requirement
2 for Michelle Kim, as allowed in cases where no qualified City resident(s), willing to serve, can
3 be found, pursuant to Charter, Section 4.101(a)(2), that requires person(s) appointed to
4 boards, commissions, and advisory bodies established by legislative act of the Board of
5 Supervisors to be resident(s) of the City and County of San Francisco.
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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: Food Security Taskforce

Seat # or Category (If applicable): District:

Name: Michelle Kim

Home Address: Oak Rd Walnut Creek, CA Zip: 94597

Home Phone: Occupation: Child Nutrition Coordinator

Work Phone: 415-934-4838 Employer: Department of Children Youth and Their Services

Business Address: 1390 Market St. Suite 900, San Francisco, CA Zip: 94102

Business E-Mail: michelle.kim@dcyf.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:

Registered voter in San Francisco: Yes No If No, where registered: Contra Costa County

Resident of San Francisco Yes No If No, place of residence: Walnut Creek

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 the Child Nutrition Coordinator for DCYF for the past 4 years, I manage the Summer Food Service Program (SFSP) and the Child and Adult Care Food Program (CACF). DCYF is one of the largest sponsors providing free meals to youth 18 years and younger during out of school time and after school. The location of these sites are located throughout San Francisco where the attendance zones show that 50% of youth qualify for free or reduced price meals. Youth that participant in the meal programs live in neighborhoods that are considered Food Deserts and are also reflective of the diversity of the relevant demographic qualities of the City of San Francisco that need services.

Business and/or professional experience:

- B.A. in public health at UC Berkeley with a minor in public policy
- currently studying masters of public administration at SF State University
- coordinated the Summer Food Service Program (SFSP) and Child and Adult Care Food Program (CACFP) at DCYF for 4 years; recently transition to manage both programs and serve as a point of contact to coordinate other nutrition and physical activity services for youth served by DCYF
- previous experience working with health educators in the prevention of childhood lead poisoning with the CA Dept. of Public Health

Civic Activities:

- currently volunteer and/or provide event planning or photography services for non-profit events including but not limited to National Center for Lesbian Rights (NCLR) Anniversary Event, Art for AIDS, etc.

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

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: 4/8/17 Applicant's Signature: (required)

Mitchell Kim

(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: _____

01/20/12

Evans, Derek

To: Jones, Paula (DPH)
Subject: RE: Food Security Task Force Representative

From: Beaulac, Marisol (CHF) **On Behalf Of** Su, Maria (CHF)
Sent: Thursday, April 20, 2017 1:29 PM
To: Jones, Paula (DPH)
Cc: Kim, Michelle (CHF); Tu, Tiffany (CHF)
Subject: Food Security Task Force Representative

Dear Rules Committee and Paula Jones,

Over the past year, DCYF have had transitions of staff duties. Michelle Kim is our Nutrition Coordinator and will now lead all Nutrition work within our department. I would like to nominate her as DCYF's Representative for the Food Security Task Force. Attached you will find her application. If Michelle is unable to attend the meetings, I would like to nominate Tiffany Tu (the Child Nutrition Assistant Coordinator) as her alternate. Heather Tufts, our current representative of the task force, will be focusing her efforts on Grant Management, Summer, Literacy and Equity for our Department.

Please let me know if you have any questions.

Thank you,

--Maria



Maria Su, PsyD
Director
SF Department of Children, Youth and Their Families
1390 Market Street, Suite 900 | San Francisco | CA 94102
P: 415-554-3547 | F: 415-554-8965 | maria.su@dcyf.org | www.dcyf.org



Check out DCYF's [free](#) grantee training and coaching opportunities!
<http://tinyurl.com/dcyfsupport>

Marisol Beaulac, Executive Assistant
P: 415-554-3510 | marisol.beaulac@dcyf.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. 544-5227

VACANCY NOTICE

FOOD SECURITY TASK FORCE

Replaces All Previous Notices

NOTICE IS HEREBY GIVEN of the following vacancies:

Vacant seat 4, succeeding Bruce McKinney, resigned, must be a representative of a community-based organization that provides nutritional support and increases the food security of San Francisco residents, for an indefinite term.

Vacant seat 15, succeeding Simon Pitchford, resigned, must be a representative of a community-based organization that provides nutritional support and increases the food security of San Francisco residents, for an indefinite term.

Additional Qualifications: Representatives of community-based organizations, who must be nominated by the Food Security Task Force, may include, but are not limited to, representatives from organizations serving food in the following program types:

- home-delivered meals;
- congregate meals for seniors;
- food banks;
- free dining rooms;
- multi-service agency serving families and youth;
- shelter meals;
- faith-based organizations;
- food retail (farmers markets, grocery stores);
- hospitals and health clinics; and
- members of the public.

No organization shall have more than one representative on the Task Force.

Reports: The Food Security Task Force shall prepare an annual assessment of the state of hunger and food insecurity in San Francisco with recommendations for funding, programs, and policy. The Task Force shall also bi-annually submit status reports to the Board of Supervisors.

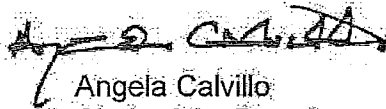
Sunset Date: The Task Force shall expire by operation of law on July 1, 2018, unless extended by the Board of Supervisors.

Additional information relating to the Food Security Task Force may be obtained by reviewing Health Code, Sections 470.1-470.2, at <http://www.sfbos.org/sfmunicodes> or the Task Force's website at <http://sfgov.org/sffood/>.

Next Steps: Applicants applying for seat(s) 1-7 and 15 must fill out an application available at <http://www.sfbos.org/vacancy> application and email the application to paula.jones@sfdph.org. If you have questions, please contact the Food Security Task Force at (415) 252-3853. The Food Security Task Force will review applications, and refer their nomination(s) to the Board of Supervisors' Rules Committee for consideration.

The applicants nominated by the Task Force 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 applicants may be asked to state their qualifications. The appointment(s) of the individual(s) recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Task Force is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-7702.



Angela Calvillo
Clerk of the Board

DATED/POSTED: May 26, 2016

San Francisco
BOARD OF SUPERVISORS

Date Printed: March 24, 2017

Date Established:

August 12, 2005

Active

FOOD SECURITY TASK FORCE

Contact and Address:

Paula Jones
SFDPH
1390 Market Street #810
San Francisco, CA 94102

Phone: (415) 252-3853

Fax: .

Email: paula.jones@sfdph.org

Authority:

Health Code, Sections 470.1 and 470.2 (Ordinance Nos. 206-05; 19-08; 29-10; 191-12; and 88-15; and Resolution No. 32-09)

Board Qualifications:

The Food Security Task Force was established to recommend legislative action and city-wide strategies to the Board of Supervisors that would increase participation in federally funded programs such as CalFresh (known nationally as SNAP and formally as food stamps), Summer Food Service, the Child and Adult Care Food Program, the Homeless Children Nutrition Program, the Special Supplemental Nutrition Program for Women, Infants and Children (WIC), the School Lunch Program, and the National School Breakfast Program. The Task Force shall also provide general advice and assistance to the Board of Supervisors with regard to funding priorities, legislative action, and city policies on addressing hunger and enhancing the food security of San Francisco residents, in addition to any other issues within the Task Force's expertise.

The Food Security Task Force shall consist of up to fifteen (15) members. Members, other than department representatives and the School District representative, shall serve at the pleasure of the Board of Supervisors. The Board of Supervisors shall appoint:

- > One (1) member from the Department of Human Services of the Human Service Agency;
- > One (1) member from the Department of Public Health-Nutrition Services;
- > One (1) member from the Department of Aging and Adult Services of the Human Services Agency;
- > One (1) member from the Department of Public Health-Office of Food Systems;
- > One (1) member from the Department of Children, Youth and their Families;

"R Board Description" (Screen Print)

San Francisco
BOARD OF SUPERVISORS

- > One (1) member from the Department of Environment Urban Agriculture; and
- > The Clerk of the Board of Supervisors shall invite the San Francisco Unified School District to submit one (1) representative for appointment by the Board.

In addition, the Board may appoint up to eight (8) representatives of community-based organizations that provide nutritional support and increase the food security of San Francisco residents. Such community members shall be nominated by the Task Force and may include, but are not limited to, representatives from organizations serving food in the following program types: home-delivered meals; congregate meals for seniors; food bank; free dining room; multi-service agency serving families and youth; shelter meals; and faith-based organizations, food retail (farmers markets; grocery stores); hospital and health clinics; and a member of the public. No organization shall have more than one representative on the Task Force.

The Department of Public Health shall provide clerical assistance and logistical support to the Task Force and its committees.

Reports: The Food Security Task Force shall prepare an annual assessment of the state of hunger and food insecurity in San Francisco with recommendations for funding, programs, and policy. The Task Force shall submit the hunger and food insecurity assessment to the Board of Supervisors, and provide bi-annual status reports on the progress of implementing the plan and meeting the plan's goals.

Sunset Date: The Task Force shall terminate on July 1, 2018.

(Ordinance No. 191-12 reauthorized the Food Security Task Force, which had expired and modified the membership of the Task Force.)