

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-5184  
Fax No. (415) 554-5163  
TDD/TTY No. (415) 554-5227

## MEMORANDUM

TO: Trent Rhorer, Executive Director, Human Services Agency  
Eric Chan, Food Security Force

FROM: Victor Young, Assistant Clerk *Victor Young*

DATE: Dec 3, 2024

SUBJECT: LEGISLATION INTRODUCED

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

File No. 241119

Ordinance amending the Administrative Code to establish an Office of Citywide Food Coordination ("OCFC") within the Human Services Agency, charged with coordinating citywide efforts to address food insecurity among San Francisco residents, preparing a Food Security Report every five years that examines the scope of food insecurity among San Francisco residents, and seeking the input of community organizations and other City departments to inform the Food Security Report and the OCFC's efforts; and dissolving the Food Security Task Force on July 1, 2025, instead of July 1, 2026.

If you have comments or reports to be included with the file, please forward them to Victor Young 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](mailto:victor.young@sfgov.org).

c. Elizabeth Labarre, HSA  
Susie Smith, HSA



# City and County of San Francisco

## Master Report

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 241119      **File Type:** Ordinance      **Status:** Pending Committee Action

**Enacted:** \_\_\_\_\_ **Effective:** \_\_\_\_\_

**Version:** 1      **In Control:** Rules Committee

**File Name:** Administrative Code - Establishment of Office of Citywide Food Coordination, Dissolution of Food Security Task Force      **Date Introduced:** 11/19/2024

**Requester:** \_\_\_\_\_ **Cost:** \_\_\_\_\_ **Final Action:** \_\_\_\_\_

**Comment:** \_\_\_\_\_ **Title:** Ordinance amending the Administrative Code to establish an Office of Citywide Food Coordination (“OCFC”) within the Human Services Agency, charged with coordinating citywide efforts to address food insecurity among San Francisco residents, preparing a Food Security Report every five years that examines the scope of food insecurity among San Francisco residents, and seeking the input of community organizations and other City departments to inform the Food Security Report and the OCFC’s efforts; and dissolving the Food Security Task Force on July 1, 2025, instead of July 1, 2026.

**Sponsor:** Mayor

### History of Legislative File 241119

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	11/19/2024	ASSIGNED	Rules Committee		
<i>11/20/24 - President Peskin waived the 30-day rule pursuant to Board Rule No. 3.22.</i>						

1 [Administrative Code - Establishment of Office of Citywide Food Coordination, Dissolution of  
Food Security Task Force]

2

3 **Ordinance amending the Administrative Code to establish an Office of Citywide Food**  
4 **Coordination (“OCFC”) within the Human Services Agency, charged with coordinating**  
5 **citywide efforts to address food insecurity among San Francisco residents, preparing a**  
6 **Food Security Report every five years that examines the scope of food insecurity**  
7 **among San Francisco residents, and seeking the input of community organizations and**  
8 **other City departments to inform the Food Security Report and the OCFC’s efforts; and**  
9 **dissolving the Food Security Task Force on July 1, 2025, instead of July 1, 2026.**

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

14

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

16

17 Section 1. Findings.

18

(a) San Francisco is committed to ensuring that all its residents are food secure,

19

which is a phrase used by the World Health Organization to describe the condition of having

20

physical, social, and economic access to sufficient, safe, and nutritious food that meets one’s

21

dietary needs and preferences. San Francisco residents can neither survive nor thrive without

22

adequate nourishment.

23

(b) Food insecurity among low-income San Franciscans has reached its highest

24

levels since the California Health Interview Survey started measuring it in 2001. The economic

25

impacts of the COVID-19 pandemic, including long-term unemployment and inflationary food

1 costs, have exacerbated what was already a serious problem in 2019, before the pandemic  
2 hit.

3 (c) Economic and geographic disparities faced by people of color contribute to  
4 higher levels of food insecurity within communities of color, precipitating not just poor diets  
5 and malnutrition, but also stress and trauma. Ensuring adequate access to food support to all  
6 people, regardless of background, is a central pillar in achieving equity, which the World  
7 Health Organization defines as the “absence of unfair, avoidable or remediable differences  
8 among groups of people, whether those groups are defined socially, economically,  
9 demographically, or geographically or by other dimensions.”

10 (d) People who experience food insecurity tend to use health care services at a  
11 higher rate, and incur higher annual healthcare costs than individuals who are food secure. In  
12 2019, the City and County of San Francisco’s estimated health care costs associated with  
13 food insecurity were estimated to be approximately \$204.million.

14 (e) Food insecurity increases the risk of multiple chronic health conditions, such as  
15 diabetes, heart disease, obesity, and hypertension, and exacerbates existing physical and  
16 mental health conditions. Food insecurity also is significantly associated with depression and  
17 stress. Lower levels of food security are also associated with a higher risk of premature  
18 mortality and a shorter life expectancy.

19 (f) In San Francisco, Black/African American and Native Hawaiian/other Pacific  
20 Islanders experience the greatest burden of diet-attributable diseases, and have the shortest  
21 life expectancies.

22 (g) Intensified focus on food insecurity during the COVID-19 pandemic contributed  
23 to a proliferation of food resources in San Francisco. Based on data from 2022-2023, the City  
24 distributes 14 million meals, 1.6 million grocery bags, and 450,000 grocery vouchers annually.  
25 Nine different departments provide this food assistance, although over 70% of such food

1 security programs are administered by the Human Services Agency. These programs have  
2 great impact: in Fiscal Year 2022-2023, 88% of clients served by the Human Services  
3 Agency’s community-based food programs reported that they and their families were less  
4 hungry because of such programs. Additionally, over 90% of older adults and adults with  
5 disabilities reported being less worried about accessing sufficient food due to community-  
6 based meal programs operated by the Department of Disability and Aging Services.

7 (h) Currently, the City lacks a centralized office with authority to support strategic  
8 collaboration across departments to effectively address gaps in need, reduce duplication of  
9 efforts, and develop a cohesive network of supports. Numerous advocacy groups,  
10 community stakeholders, and advisory bodies, including the Food Security Task Force, have  
11 expressed a desire that the City’s food security efforts be placed under the oversight of a  
12 single entity.

13 (i) For many years, the City’s coordination and strategic planning around food  
14 security has been led by the Food Security Task Force, an advisory body comprised of  
15 volunteers with deep expertise in a wide range of nutrition and food access issues. This  
16 ordinance is intended to build upon the groundbreaking work of the Task Force by  
17 institutionalizing this critical food security function within City government, while still preserving  
18 a way for the public to continue to participate in devising City strategies to identify the needs  
19 of San Francisco’s diverse populations and develop innovative and effective strategies to  
20 address food insecurity.

21  
22 Section 2. Article X of Chapter 5 of the Administrative Code is hereby amended by  
23 revising Sections 5.10-1 and 5.10-2, to read as follows:  
24  
25

1           **SEC. 5.10-1. ESTABLISHMENT AND MEMBERSHIP OF FOOD SECURITY TASK**  
2 **FORCE.**

3           (a) **Food Security Task Force.** There is hereby established a Food Security Task  
4 Force of the City and County of San Francisco. Food security, for purposes of this Article X,  
5 shall mean the state in which all persons obtain a nutritionally adequate, culturally acceptable  
6 diet at all times through local non-emergency sources.

7           \* \* \* \*

8           (e) **Purposes of Task Force; Strategic Plan.** The Food Security Task Force shall  
9 recommend to the Board of Supervisors legislative action and city-wide strategies that would  
10 increase participation in federally funded programs such as Cal Fresh known nationally as  
11 SNAP and *formally formerly* as food stamps, Summer Food Service, the Child and Adult Care  
12 Food Program, the Homeless Children Nutrition Program, the Special Supplemental Nutrition  
13 Program for Women, Infants and Children (WIC), the School Lunch Program, and the National  
14 School Breakfast Program. The Task Force shall also provide general advice and assistance  
15 to the Board of Supervisors with regard to funding priorities, legislative action, and City  
16 policies on addressing hunger and enhancing the food security of San Francisco residents in  
17 addition to any other issues within the Task Force’s expertise.

18           ~~*To accomplish these goals, the Food Security Task Force shall assist the Department of*~~  
19 ~~*Public Health in preparing and presenting the food security and equity report to the Board of*~~  
20 ~~*Supervisors and the Mayor as such report is established by the City pursuant to Administrative Code*~~  
21 ~~*Chapter 59A. The report may include recommendations for funding, programs, and policy. The Board*~~  
22 ~~*of Supervisors may adopt legislation to implement the recommendations.*~~

23  
24           **SEC. 5.10-2. SUNSET.**  
25

1 Notwithstanding Rule 2.21 of the Board of Supervisors Rules of Order, which  
2 provides that advisory bodies created by the Board should sunset within three years, unless  
3 the Board of Supervisors by ordinance extends the term of the Task Force, this Article X shall  
4 expire by operation of law, and the Task Force shall terminate, on July 1, ~~2026~~2025. After that  
5 date, the City Attorney ~~shall~~ is authorized to cause this Article X to be removed from the  
6 Administrative Code.

7  
8 Section 3. Chapter 59A of the Administrative Code is hereby amended by revising the  
9 Chapter title and Section 59A.1, adding new Section 59A.2, and revising existing Section  
10 59A.2 and renumbering it as Section 59A.3, and renumbering existing Section 59A.3 as  
11 Section 59A.4, to read as follows:

12  
13 **CHAPTER 59A:**  
14 **FOOD SECURITY ~~AND EQUITY REPORTS~~**

15  
16 **SEC. 59A.1. PURPOSE AND INTENT.**

17 This Chapter 59A is intended to establish within the Human Services Agency (HSA) an  
18 Office of Citywide Food Coordination (OCFC), and to codify a method for the ~~Department of Public~~  
19 ~~Health~~OCFC to collect and aggregate data related to food security and health equity from  
20 other City departments and then publish a ~~biennial~~ report based on that data. The report is  
21 intended to identify the populations in the City that are food insecure; the food resources that are  
22 available to City residents, and how those resources meet residents' needs, taking into account racial,  
23 economic, and geographic equity;~~that are receiving City food-related services, whether those services~~  
24 ~~address health, racial, geographic, age, or other inequities;~~ and what barriers to food security  
25 exist. ~~If the City establishes a program of grant-supported food empowerment markets, the report is~~

1 *also intended to inform the Human Services Agency in its implementation and awarding of grants*  
2 *under such a program.*

3  
4 **SEC. 59A.2. ESTABLISHMENT OF OFFICE OF CITYWIDE FOOD COORDINATION.**

5 *There is hereby established within the HSA an Office of Citywide Food Coordination (OCFC).*  
6 *Subject to the budgetary and fiscal provisions of the Charter, the OCFC shall be staffed by no fewer*  
7 *than three HSA employees who work on citywide food security and access issues. The OCFC shall*  
8 *support the coordination of funding, strategic planning, and information for City-administered food*  
9 *security programming in San Francisco. Its responsibilities shall include, but need not be limited to:*

10 *(a) Developing and maintaining a comprehensive understanding of the City's food services*  
11 *and resources provided by City departments and entities including the Department of Benefits and*  
12 *Family Support, Department of Disability and Aging Services, Department of Public Health,*  
13 *Department of Children, Youth, and Their Families, Department of Homelessness and Supportive*  
14 *Housing, Department of Early Childhood, Recreation and Parks Department, Human Rights*  
15 *Commission, Department of the Environment, and any other City departments providing food support;*

16 *(b) Leading the analysis of and reporting on citywide efforts to understand gaps in food*  
17 *support based on race, income, and geography, and to inform strategic planning and equitable*  
18 *resource allocations, including developing the "Food Security Report," as set forth in Section 59A.3;*

19 *(c) Coordinating across City departments to leverage the City's funding and other*  
20 *resources to strategically address gaps in the existing food network;*

21 *(d) Providing information and guidance to City policymakers regarding food insecurity*  
22 *policies, programs, and needs;*

23 *(e) Helping to ensure that the City's food security programs and policies are centered on*  
24 *dignity and choice, and are culturally tailored and community-driven, to meet the unique needs of San*  
25



1 Francisco’s diverse populations, and focusing on eliminating diet-attributable and nutrition-based  
2 health disparities;

3 (f) Consulting with City departments and community-based organizations, to inform the  
4 development of the Food Security Report, ensuring citywide representation and diverse community  
5 input;

6 (g) Convening interested community-based organizations providing food support, and other  
7 interested stakeholders, with the intention of uplifting the voices of populations disproportionately  
8 affected by food insecurity, at least biannually;

9 (h) Convening City departments supporting food investments at least annually to assess  
10 progress and coordinate efforts;

11 (i) Advising the Mayor’s Office on state and federal policy efforts to improve food and  
12 nutrition programming; and

13 (j) Coordinating and planning strategies and programs to meet emergency food needs.

14  
15 **SEC. 59A.23. FOOD SECURITY ~~AND EQUITY~~ REPORTS.**

16 (a) ~~**Biennial Report.** The Department of Public Health (“DPH”) shall publish a Food~~  
17 ~~Security and Equity Report (“Biennial Report”) by October 1, 2023, and by October 1 every second~~  
18 ~~year thereafter. The Biennial Report shall contain information and analysis on food security and equity~~  
19 ~~in the City, as detailed in subsection (d).~~ **Food Security Report.** HSA shall publish a Food Security  
20 Report by October 1, 2026, and by October 1 every five years thereafter.

21 (b) **Reporting Departments and Other Reporting Entities.**

22 (1) ~~DPH~~HSA shall work in collaboration with the Department of Public Health,  
23 Department of Children, Youth, and Their Families, Department of Disability and Aging  
24 Services, Department of Benefits and Family Support, Department of Homelessness and  
25 Supportive Housing, Department of Early Childhood, Recreation and Parks Department,

1 Human Rights Commission, Department of the Environment, and any other City departments that  
2 provide funding to support food security assistance, Municipal Transportation Agency, Planning  
3 Department, Department of the Environment, Office of Economic and Workforce Development,  
4 Office of the Controller, Office of Contract Administration, and Treasurer & Tax Collector (the  
5 “Reporting Departments”) to ~~collect data and~~ publish the Biennial Food Security Report.

6 (2) ~~DPH shall~~HSA may request data from the San Francisco Unified School  
7 District ~~and the San Francisco Housing Authority~~ and include such data in the Biennial Food  
8 Security Report, ~~as outlined in subsections (e) and (d)~~. If ~~either entity~~the School District provides  
9 such data, ~~that entity~~it shall be considered a Reporting Department for purposes of this  
10 Section 59A.32.

11 ~~— (3) DPH may request data from other relevant entities, including, for example, grantees of~~  
12 ~~any food empowerment markets established by the City pursuant to Administrative Code Section~~  
13 ~~10.100-72.1 and City-funded community-based organizations.~~

14 (3) HSA shall consult with each of the Reporting Departments to seek their input into  
15 the project approach, analysis/interpretation of data, and development of recommendations. HSA will  
16 also partner with the Reporting Departments to prepare a presentation of the Food Security Report to  
17 the Board of Supervisors and the Mayor, as specified in subsection (f).

18 (4) HSA shall consult with community-based organizations, including but not limited to  
19 organizations that serve communities that experience disproportionate rates of food insecurity, and  
20 food support organizations with expertise in partnering with diverse communities.

21 (c) **Data Collection.**

22 (1) ~~DPH~~HSA shall ~~provide a preliminary data set on health conditions and health~~  
23 ~~disparities of City residents (“Preliminary Data Set”) to the Reporting Departments. The Preliminary~~  
24 ~~Data Set shall include data on relevant social conditions and defined group conditions and, to the~~  
25 ~~extent feasible, such data shall be disaggregated by race, ethnicity, and sexual orientation and gender~~

1 ~~identity. Relevant social conditions include, by way of example but not limitation, poverty and~~  
2 ~~malnutrition. Defined group conditions include, by way of example but not limitation, hypertension and~~  
3 ~~other cardiovascular diseases, low birth weight, diabetes, weight, mental health conditions, and dietary~~  
4 ~~intake.~~develop a Food Data Reporting Form to be used by the Reporting Departments when sending  
5 relevant data, reports, and recommendations to HSA. This data is essential to allow HSA and other  
6 relevant City departments to lead with an equity lens in completing this project. Requested information  
7 may include, but is not limited to, narrative summaries of the Reporting Department’s food  
8 programming, as well as funding, program enrollment by demographic characteristics, and service  
9 volume data. HSA may request the Reporting Departments to provide information as a narrative  
10 report, a data set, or other appropriate format.

11 (2) After receiving the Food Data Reporting Form, the Reporting Departments shall  
12 complete and submit their response to HSA by no later than October 1 of the year in which they receive  
13 the Food Data Reporting Form. Submissions shall be made using existing data from the Reporting  
14 Department’s food security and income support programs. No Reporting Department shall be required  
15 to report any data beyond that which it possesses at the time of the request.

16 ~~—(2)—DPH shall develop and provide a food program data framework (“Food Program Data~~  
17 ~~Framework”) to the Reporting Departments. The Food Program Data Framework shall provide~~  
18 ~~Reporting Departments with guidelines for applying the Preliminary Data Set to programs or~~  
19 ~~initiatives within each Reporting Department and a format for the Reporting Departments to send~~  
20 ~~relevant data, reports, and recommendations to DPH. The Food Program Data Framework should~~  
21 ~~include at least the following: available descriptors of the population served (such as household size~~  
22 ~~and household income), funding for food-related programs (including from federal, state, and City~~  
23 ~~grants or funds), racially disaggregated enrollment in food programs, service volumes, and geographic~~  
24 ~~distribution of program services. DPH may include other information in the Food Program Data~~  
25

1 *Framework as it deems appropriate, and may request the Reporting Departments to provide*  
2 *information as a narrative report, a data set, or other appropriate response.*

3 ~~— (3) After receiving the Preliminary Data Set and Food Program Data Framework, the~~  
4 ~~Reporting Departments shall apply the Preliminary Data Set to applicable programs or initiatives~~  
5 ~~within their departments as prescribed in the Food Program Data Framework. Applicable programs or~~  
6 ~~initiatives include those that provide a food or nutrition-related service or food or nutrition-related~~  
7 ~~income support. Each Reporting Department shall develop a food security data set (“Food Security~~  
8 ~~Data Set”) in alignment with the Food Program Data Framework using existing data from each~~  
9 ~~Reporting Department. Nothing in this Section 59A.2 shall be construed as mandating additional or~~  
10 ~~new data collection by a Reporting Department beyond data a department already collects. Within 120~~  
11 ~~days after receiving the Preliminary Data Set and Food Program Data Framework, each Reporting~~  
12 ~~Department shall submit its Food Security Data Set to DPH. DPH may answer inquiries from and~~  
13 ~~assist any Reporting Department during development of each department’s Food Security Data Set to~~  
14 ~~help that department meet the requirements and intent of this Section 59A.2.~~

15 (d) **Biennial Report Contents.** *DPHHSA* shall incorporate into the *Biennial Food*  
16 *Security Report* each Reporting Department’s *Food Security Data Set data* and *the Biennial Report*  
17 shall address, to the extent feasible, at least the following:

18 (1) An analysis of food needs among San Francisco residents, including food  
19 security assessment data (if available), poverty data, and assessment of need by income level,  
20 race/ethnicity, primary language, age range, and neighborhood. HSA shall utilize census data, health  
21 equity data, and other population data as appropriate to develop an understanding of community needs  
22 and assess issues of equity within the food security context. HSA may conduct additional research,  
23 such as community forums and surveys, to understand issues impacting access and equity in food  
24 security, as necessary and feasible.

1                   (2) An analysis of City programs or services designed to address food insecurity,  
2 including but not limited to the number of households served by these programs, and distribution by  
3 neighborhood and race/ethnicity. Examples of such programs include public benefits (e.g. CalFresh,  
4 WIC); food access services (e.g., free dining rooms, food pantries, school meals, grocery and meal  
5 vouchers, home-delivered groceries, and congregate and home-delivered meals); and related services  
6 (such as City-funded farms, markets, and/or gardens that provide free or low-cost food to local  
7 residents).

8                   (3) An analysis of the extent to which City food programs meet citywide food needs,  
9 with inclusion of equity analysis to identify potential gaps in programming along racial, economic, and  
10 geographic dimensions.

11                   (4) Recommendations for policy, programs, and funding to address the unmet needs  
12 of food insecure residents and to improve systems-level coordination of City-funded food support  
13 service.

14                   — ~~(1) Information describing the current state of food insecurity in the City with~~  
15 ~~demographics and analysis of household need, including, at a minimum, (A) household income and~~  
16 ~~self-sufficiency, (B) population-level food insecurity estimates, (C) results of standardized food security~~  
17 ~~screenings in public agencies and community programs, (D) analysis of health disparities for which~~  
18 ~~nutrition is critical, and (E) data from residents experiencing food insecurity on their needs and their~~  
19 ~~experience with city-funded programs.~~

20                   — ~~(2) Information describing food-related programs or services delivered to City residents by~~  
21 ~~federal, state, and local governments and private entities. Examples of such information include~~  
22 ~~financial resources (such as CalFresh, WIC, food vouchers, and income support); food access services~~  
23 ~~(such as free dining rooms, food pantries, school meals, and congregate and home-delivered meals);~~  
24 ~~and related services (such as nutrition education).~~

1           —~~(3) Analysis of system infrastructure to support food security, including information and~~  
2 ~~referral systems, community food infrastructure (including, for example, kitchens in housing units, food~~  
3 ~~storage, transportation, and workforce), and urban agriculture.~~

4           —~~(4) Analysis of health and other inequities as applied to food security programs.~~

5           —~~(5) Recommendations for policies, programs, and budget from DPH, the Reporting~~  
6 ~~Departments, and the Food Security Task Force (established in Article X, Chapter 5 of the~~  
7 ~~Administrative Code) to address food insecurity, gaps in resources, and system infrastructure, to~~  
8 ~~address health, racial, geographic, age, and other inequities.~~

9           —~~DPH may include additional information, such as Supervisorial district-level data, as~~  
10 ~~appropriate, in the Biennial Report. The Office of Economic Workforce Development shall contribute~~  
11 ~~to the Biennial Report an analysis of economic development potential of community food system and~~  
12 ~~food security initiatives.~~

13           (e) **De-Identified Information.** The *Biennial Food Security* Report shall present  
14 information in de-identified form to protect the privacy of individuals whose data are included.  
15 Data collected and shared between the Reporting Departments and DPHHSA necessary for  
16 preparation of the *Biennial Food Security* Report shall be confidential as between the Reporting  
17 Departments and DPHHSA to the extent required by law.

18           —~~(f) **Food Security Task Force.** The Food Security Task Force shall consult with DPH to~~  
19 ~~review the Food Security Data Sets received from the Reporting Departments and develop~~  
20 ~~recommendations for inclusion in the Biennial Report, and shall assist DPH in preparation and~~  
21 ~~presentation of the Biennial Report to the Board of Supervisors and the Mayor, as specified in~~  
22 ~~subsection (h). The Food Security Task Force may assist DPH in collecting data from non-City entities~~  
23 ~~for inclusion in the Biennial Report.~~

24           —~~(g) **Office of Racial Equity.** The Office of Racial Equity shall assist DPH in preparation of~~  
25 ~~the Biennial Report by coordinating with the Office of Contract Administration to identify contracts~~

1 ~~and grants with community-based organizations that provide City-funded food security programs and~~  
2 ~~services and request data from those community-based organizations. To the extent feasible, the Office~~  
3 ~~of Racial Equity may provide the Food Program Data Framework to the community-based~~  
4 ~~organizations or otherwise solicit data from the community-based organizations that address the~~  
5 ~~contents of the Biennial Report listed in subsection (d) and as determined by DPH. The Office of Racial~~  
6 ~~Equity shall assist DPH in preparation of the Biennial Report based on any data received from the~~  
7 ~~community-based organizations.~~

8 (hf) **Presentation to Board of Supervisors and Mayor.** HSADPH shall present the  
9 Biennial Food Security Report to the Board of Supervisors and the Mayor, along with any  
10 recommendations for legislation or other policy or budget recommendations. HSADPH may  
11 also provide the Biennial Food Security Report to other City departments for their use in  
12 determining grants awarded under food-related programs, such as any food empowerment  
13 market program supported by the City.

14  
15 **SEC. 59A.34. UNDERTAKING FOR THE GENERAL WELFARE.**

16 In enacting and implementing this Chapter 59A, the City is assuming an undertaking  
17 only to promote the general welfare. It is not assuming, nor is it imposing on its officers and  
18 employees, an obligation for breach of which it is liable in money damages to any person who  
19 claims that such breach proximately caused injury.

20  
21 Section 4. Article XIII of Chapter 10 of the Administrative Code is hereby amended by  
22 revising Section 10.100-73, to read as follows:

23  
24 **SEC. 10.100-73. FOOD EMPOWERMENT MARKET FUND.**

1 (a) **Establishment of Fund.** The Food Empowerment Market Fund (the “Fund”) is  
2 established as a category four fund to receive any monies appropriated or donated to address  
3 food insecurity in the City’s most vulnerable neighborhoods and equip those communities with  
4 tools and skills to produce and prepare their own healthy and culturally appropriate food and  
5 to define their own food systems, otherwise referred to as “food sovereignty.” Donations to the  
6 Fund are deemed approved for acceptance and expenditure.

7 (b) **Use of Fund.** The Human Services Agency (HSA) shall use monies in the Fund  
8 to provide grants to nonprofit organizations to establish and operate food empowerment  
9 markets.

10 \* \* \* \*

11 (d) **Administration of Fund.** HSA shall administer the Fund.

12 (1) No later than six months after the effective date of the ordinance in Board  
13 File No. 210567 enacting this Section 10.100-73, and prior to issuing any grants, HSA shall  
14 adopt rules for the grant program consistent with this Section.

15 (A) ~~HSA shall consult with the Food Security Task Force established in Article~~  
16 ~~X of Chapter 5 of the Administrative Code, on the development of the rules for the grant program,~~  
17 ~~including consideration of the “2018 Assessment of Food Security” report issued by the Task Force.~~

18 (B) HSA shall consult with the Office of Economic and Workforce  
19 Development (OEWD) on the development of the rules for the grant program as they affect  
20 the community kitchen component.

21 (C) Subject to the budgetary and fiscal provisions of the Charter, HSA  
22 may contract with a grocery or supermarket business consultant to assist HSA with  
23 developing the rules for the grant program and to assist grantees with setting up the food  
24 empowerment markets, and the costs of such contract may be charged to the Fund.



1 (2) The rules shall at a minimum establish a selection process for awarding  
2 grants, eligibility criteria for providers receiving grants, procedures for determining the size  
3 and frequency of grant awards, processes for disbursement of grant funds, restrictions on the  
4 use of grant funds, and reporting obligations for grantees. The rules may provide for separate  
5 grants programs for the initial establishment of the food empowerment markets and for the  
6 subsequent ongoing operation of those markets.

7 (3) The rules shall allow grantees up to two 2-years after the award of the grant  
8 to open the community kitchen required under subsection (c)(3), above.

9 (4) The rules shall require that grantees work on an ongoing basis with the  
10 Department of Public Health, OEWD, and HSA to implement the food empowerment markets  
11 program and other City programs and guidance regarding food security, community nutrition,  
12 and public health where relevant to the operation of the food empowerment markets.  
13 Grantees shall cooperate with the Department of Public Health in the preparation of the  
14 ~~biennial~~ Food Security ~~and Equity~~ Report required by Administrative Code Chapter 59A, and,  
15 after the report is issued, shall conform their operations as much as possible to the relevant  
16 findings and recommendations contained in the report.

17 (5) The rules shall require each food empowerment market to have a district  
18 food liaison. The liaison shall serve as the primary point of contact for the facility, convene or  
19 participate in public meetings within the district regarding food security and related issues, and  
20 coordinate with public agencies on programs affecting the facility and administration of the  
21 grant, ~~including coordinating with the Food Security Task Force~~. The liaison shall also oversee  
22 efforts to keep the local community informed about the facility and its offerings.

23 \* \* \* \*

1 Section 5. Chapter 53 of the Administrative Code is hereby amended by revising  
2 Section 53.3, to read as follows:

3  
4 **SEC. 53.3. URBAN AGRICULTURE PROGRAM.**

5 (a) **Establishment.** There is hereby created an Urban Agriculture Program for the  
6 City and County of San Francisco.

7 (b) **Duties.** The Urban Agriculture Program shall:

8 (1) Coordinate Urban Agriculture efforts with other public agencies operating in  
9 the City, including, but not limited to, the Recreation and Park Department, Public Utilities  
10 Commission, Department of Public Works, Department of Public Health, Department of the  
11 Environment, Planning Department, Department of Building Inspection, the ~~San Francisco Food~~  
12 ~~Security Task Force~~ Human Services Agency's Office of Citywide Food Coordination, County  
13 Agricultural Commissioner, ~~Department of~~ Real Estate Division, Public Library, Mayor's Office  
14 of Neighborhood Services, City Administrator, Port, and Airport, and the San Francisco  
15 Unified School District, City College of San Francisco, California Department of Parks and  
16 Recreation, United States National Park Service Golden Gate Recreation Area, and the  
17 University of California Cooperative Extension;

18 \* \* \* \*

19  
20 Section 6. Effective Date. This ordinance shall become effective 30 days after  
21 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
22 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
23 of Supervisors overrides the Mayor's veto of the ordinance.



## **LEGISLATIVE DIGEST**

[Administrative Code - Establishment of Office of Citywide Food Coordination, Dissolution of Food Security Task Force]

**Ordinance amending the Administrative Code to establish an Office of Citywide Food Coordination (“OCFC”) within the Human Services Agency, charged with coordinating citywide efforts to address food insecurity among San Francisco residents, preparing a Food Security Report every five years that examines the scope of food insecurity among San Francisco residents, and seeking the input of community organizations and other City departments to inform the Food Security Report and the OCFC’s efforts; and dissolving the Food Security Task Force on July 1, 2025, instead of July 1, 2026.**

### Existing Law

Currently, there is no law establishing an office within the City that is charged with coordinating citywide efforts to address food insecurity.

The Administrative Code requires that the Department of Public Health prepare a biennial Food Security and Equity Report. The Administrative Code also establishes a Food Security Task Force, which is an advisory body charged with recommending to the Board of Supervisors legislative action and city-wide strategies to increase participation in federally funded food security programs, and provide general advice with regard to funding priorities, legislative action, and City policies on addressing hunger. Currently, the Food Security Task Force is scheduled to sunset on July 1, 2026.

### Amendments to Current Law

The proposed ordinance would establish an Office of Citywide Food Coordination (OCFC) within the Human Services Agency, charged with coordinating citywide efforts to address food insecurity among San Francisco residents. It would eliminate the requirement that the Department of Public Health prepare a biennial Food Security and Equity Report, and would instead require the OCFC to prepare a Food Security Report every five years that examines the scope of food insecurity among San Francisco residents. The ordinance would also amend the sunset date of the Food Security Task Force so that the body dissolves on July 1, 2025 instead of July 1, 2026.

### Background Information

Currently, the City lacks a centralized office with authority to support strategic collaboration across departments to effectively address gaps in need, reduce duplication of efforts, and develop a cohesive network of supports.

**From:** [Trejo, Sara \(MYR\)](#)  
**To:** [BOS Legislation, \(BOS\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Validzic, Ana \(DPH\)](#); [Philip, Susan \(DPH\)](#); [Smith, Susie \(HSA\)](#); [Patil, Sneha \(DPH\)](#)  
**Subject:** Mayor -- Ordinance -- Food Security Task Force  
**Date:** Tuesday, November 19, 2024 3:00:06 PM  
**Attachments:** [01800983.DOCX](#)  
[01800978\\_Final.docx](#)

---

Hello Clerks,

Attached is an Ordinance amending the Administrative Code to establish an Office of Citywide Food Coordination (“OCFC”) within the Human Services Agency, charged with coordinating citywide efforts to address food insecurity among San Francisco residents, preparing a Food Security Report every five years that examines the scope of food insecurity among San Francisco residents, and seeking the input of community organizations and other City departments to inform the Food Security Report and the OCFC’s efforts; and dissolving the Food Security Task Force on July 1, 2025 instead of July 1, 2026.

We are requesting a waiver to the 30-day hold for this ordinance as the incoming federal administration may make changes to food access programs. It will be important to have a centralized and unified advocacy and rapid response strategy as soon as the administration changes on January 20th, 2025.

Best regards,

**Sara Trejo**  
Legislative Aide  
Office of the Mayor  
City and County of San Francisco

**From:** [Russi, Brad \(CAT\)](#)  
**To:** [BOS Legislation, \(BOS\)](#); [Trejo, Sara \(MYR\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Validzic, Ana \(DPH\)](#); [Philip, Susan \(DPH\)](#); [Smith, Susie \(HSA\)](#); [Patil, Sneha \(DPH\)](#); [BOS Legislation, \(BOS\)](#)  
**Subject:** RE: Mayor -- Ordinance -- Food Security Task Force  
**Date:** Wednesday, November 20, 2024 10:14:56 AM  
**Attachments:** [image002.png](#)  
[image004.png](#)

---

Anne is still with the office and can approve. But to avoid unnecessary emails, I approve on Anne's behalf. Thanks.

**Bradley Russi**

Deputy City Attorney  
Office of City Attorney David Chiu  
(415) 554-4645 Direct  
[www.sfcityattorney.org](http://www.sfcityattorney.org)

Attorney-Client Communication - Do Not Disclose  
Confidential Attorney Work Product - Do Not Disclose

This email may contain privileged or confidential information. If you are not the intended recipient, please reply to this email to inform me of your receipt and then destroy all copies.

---

**From:** BOS Legislation, (BOS) <bos.legislation@sfgov.org>  
**Sent:** Wednesday, November 20, 2024 10:04 AM  
**To:** Trejo, Sara (MYR) <Sara.Trejo@sfgov.org>; Russi, Brad (CAT) <Brad.Russi@sfcityatty.org>  
**Cc:** Paulino, Tom (MYR) <tom.paulino@sfgov.org>; Validzic, Ana (DPH) <ana.validzic@sfdph.org>; Philip, Susan (DPH) <susan.philip@sfdph.org>; Smith, Susie (HSA) <susie.smith@sfgov.org>; Patil, Sneha (DPH) <sneha.patil@sfdph.org>; BOS Legislation, (BOS) <bos.legislation@sfgov.org>  
**Subject:** RE: Mayor -- Ordinance -- Food Security Task Force

Hello,

We are seeking the approval from Deputy City Attorney Anne Pearson for use of her electronic signature and approval as to form for the attached proposed Ordinance. Since DCA Pearson is no longer assigned to the Board of Supervisors, please have someone else provide approval on her behalf, by reply to this email.

Thank you.

**Lisa Lew**

San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102  
T 415-554-7718 | F 415-554-5163  
[lisa.lew@sfgov.org](mailto:lisa.lew@sfgov.org) | [www.sfbos.org](http://www.sfbos.org)

**(VIRTUAL APPOINTMENTS)** To schedule a "virtual" meeting with me (on Microsoft Teams), please ask and I can answer your questions in real time.



Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

***Disclosures:** Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors' website or in other public documents that members of the public may inspect or copy.*

---

**From:** Trejo, Sara (MYR) <[Sara.Trejo@sfgov.org](mailto:Sara.Trejo@sfgov.org)>

**Sent:** Tuesday, November 19, 2024 3:00 PM

**To:** BOS Legislation, (BOS) <[bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)>

**Cc:** Paulino, Tom (MYR) <[tom.paulino@sfgov.org](mailto:tom.paulino@sfgov.org)>; Validzic, Ana (DPH) <[ana.validzic@sfdph.org](mailto:ana.validzic@sfdph.org)>;

Philip, Susan (DPH) <[susan.philip@sfdph.org](mailto:susan.philip@sfdph.org)>; Smith, Susie (HSA) <[susie.smith@sfgov.org](mailto:susie.smith@sfgov.org)>; Patil,

Sneha (DPH) <[sneha.patil@sfdph.org](mailto:sneha.patil@sfdph.org)>

**Subject:** Mayor -- Ordinance -- Food Security Task Force

Hello Clerks,

Attached is an Ordinance amending the Administrative Code to establish an Office of Citywide Food Coordination (“OCFC”) within the Human Services Agency, charged with coordinating citywide efforts to address food insecurity among San Francisco residents, preparing a Food Security Report every five years that examines the scope of food insecurity among San Francisco residents, and seeking the input of community organizations and other City departments to inform the Food Security Report and the OCFC’s efforts; and dissolving the Food Security Task Force on July 1, 2025 instead of July 1, 2026.

**We are requesting a waiver to the 30-day hold for this ordinance as the incoming federal administration may make changes to food access programs. It will be important to have a centralized and unified advocacy and rapid response strategy as soon as the administration changes on January 20th, 2025.**

Best regards,

**Sara Trejo**

Legislative Aide

Office of the Mayor

City and County of San Francisco

1 [Administrative Code - Establishment of Office of Citywide Food Coordination, Dissolution of  
2 Food Security Task Force]

3 **Ordinance amending the Administrative Code to establish an Office of Citywide Food**  
4 **Coordination (“OCFC”) within the Human Services Agency, charged with coordinating**  
5 **citywide efforts to address food insecurity among San Francisco residents, preparing a**  
6 **Food Security Report every five years that examines the scope of food insecurity**  
7 **among San Francisco residents, and seeking the input of community organizations and**  
8 **other City departments to inform the Food Security Report and the OCFC’s efforts; and**  
9 **dissolving the Food Security Task Force on July 1, 2025, instead of July 1, 2026.**

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

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

18 Section 1. Findings.

19 (a) San Francisco is committed to ensuring that all its residents are food secure,  
20 which is a phrase used by the World Health Organization to describe the condition of having  
21 physical, social, and economic access to sufficient, safe, and nutritious food that meets one’s  
22 dietary needs and preferences. San Francisco residents can neither survive nor thrive without  
23 adequate nourishment.

24 (b) Food insecurity among low-income San Franciscans has reached its highest  
25 levels since the California Health Interview Survey started measuring it in 2001. The economic  
impacts of the COVID-19 pandemic, including long-term unemployment and inflationary food



1 costs, have exacerbated what was already a serious problem in 2019, before the pandemic  
2 hit.

3 (c) Economic and geographic disparities faced by people of color contribute to  
4 higher levels of food insecurity within communities of color, precipitating not just poor diets  
5 and malnutrition, but also stress and trauma. Ensuring adequate access to food support to all  
6 people, regardless of background, is a central pillar in achieving equity, which the World  
7 Health Organization defines as the “absence of unfair, avoidable or remediable differences  
8 among groups of people, whether those groups are defined socially, economically,  
9 demographically, or geographically or by other dimensions.”

10 (d) People who experience food insecurity tend to use health care services at a  
11 higher rate, and incur higher annual healthcare costs than individuals who are food secure. In  
12 2019, the City and County of San Francisco’s estimated health care costs associated with  
13 food insecurity were estimated to be approximately \$204.million.

14 (e) Food insecurity increases the risk of multiple chronic health conditions, such as  
15 diabetes, heart disease, obesity, and hypertension, and exacerbates existing physical and  
16 mental health conditions. Food insecurity also is significantly associated with depression and  
17 stress. Lower levels of food security are also associated with a higher risk of premature  
18 mortality and a shorter life expectancy.

19 (f) In San Francisco, Black/African American and Native Hawaiian/other Pacific  
20 Islanders experience the greatest burden of diet-attributable diseases, and have the shortest  
21 life expectancies.

22 (g) Intensified focus on food insecurity during the COVID-19 pandemic contributed  
23 to a proliferation of food resources in San Francisco. Based on data from 2022-2023, the City  
24 distributes 14 million meals, 1.6 million grocery bags, and 450,000 grocery vouchers annually.  
25 Nine different departments provide this food assistance, although over 70% of such food

1 security programs are administered by the Human Services Agency. These programs have  
2 great impact: in Fiscal Year 2022-2023, 88% of clients served by the Human Services  
3 Agency's community-based food programs reported that they and their families were less  
4 hungry because of such programs. Additionally, over 90% of older adults and adults with  
5 disabilities reported being less worried about accessing sufficient food due to community-  
6 based meal programs operated by the Department of Disability and Aging Services.

7 (h) Currently, the City lacks a centralized office with authority to support strategic  
8 collaboration across departments to effectively address gaps in need, reduce duplication of  
9 efforts, and develop a cohesive network of supports. Numerous advocacy groups,  
10 community stakeholders, and advisory bodies, including the Food Security Task Force, have  
11 expressed a desire that the City's food security efforts be placed under the oversight of a  
12 single entity.

13 (i) For many years, the City's coordination and strategic planning around food  
14 security has been led by the Food Security Task Force, an advisory body comprised of  
15 volunteers with deep expertise in a wide range of nutrition and food access issues. This  
16 ordinance is intended to build upon the groundbreaking work of the Task Force by  
17 institutionalizing this critical food security function within City government, while still preserving  
18 a way for the public to continue to participate in devising City strategies to identify the needs  
19 of San Francisco's diverse populations and develop innovative and effective strategies to  
20 address food insecurity.

21  
22 Section 2. Article X of Chapter 5 of the Administrative Code is hereby amended by  
23 revising Sections 5.10-1 and 5.10-2, to read as follows:  
24  
25

1           **SEC. 5.10-1. ESTABLISHMENT AND MEMBERSHIP OF FOOD SECURITY TASK**  
2 **FORCE.**

3           (a) **Food Security Task Force.** There is hereby established a Food Security Task  
4 Force of the City and County of San Francisco. Food security, for purposes of this Article X,  
5 shall mean the state in which all persons obtain a nutritionally adequate, culturally acceptable  
6 diet at all times through local non-emergency sources.

7           \* \* \* \*

8           (e) **Purposes of Task Force; Strategic Plan.** The Food Security Task Force shall  
9 recommend to the Board of Supervisors legislative action and city-wide strategies that would  
10 increase participation in federally funded programs such as Cal Fresh known nationally as  
11 SNAP and ~~formally~~formerly as food stamps, Summer Food Service, the Child and Adult Care  
12 Food Program, the Homeless Children Nutrition Program, the Special Supplemental Nutrition  
13 Program for Women, Infants and Children (WIC), the School Lunch Program, and the National  
14 School Breakfast Program. The Task Force shall also provide general advice and assistance  
15 to the Board of Supervisors with regard to funding priorities, legislative action, and City  
16 policies on addressing hunger and enhancing the food security of San Francisco residents in  
17 addition to any other issues within the Task Force's expertise.

18           ~~*To accomplish these goals, the Food Security Task Force shall assist the Department of*~~  
19 ~~*Public Health in preparing and presenting the food security and equity report to the Board of*~~  
20 ~~*Supervisors and the Mayor as such report is established by the City pursuant to Administrative Code*~~  
21 ~~*Chapter 59A. The report may include recommendations for funding, programs, and policy. The Board*~~  
22 ~~*of Supervisors may adopt legislation to implement the recommendations.*~~

23  
24           **SEC. 5.10-2. SUNSET.**  
25

1 Notwithstanding Rule 2.21 of the Board of Supervisors Rules of Order, which  
2 provides that advisory bodies created by the Board should sunset within three years, unless  
3 the Board of Supervisors by ordinance extends the term of the Task Force, this Article X shall  
4 expire by operation of law, and the Task Force shall terminate, on July 1, ~~2026~~2025. After that  
5 date, the City Attorney ~~shall~~ is authorized to cause this Article X to be removed from the  
6 Administrative Code.

7  
8 Section 3. Chapter 59A of the Administrative Code is hereby amended by revising the  
9 Chapter title and Section 59A.1, adding new Section 59A.2, and revising existing Section  
10 59A.2 and renumbering it as Section 59A.3, and renumbering existing Section 59A.3 as  
11 Section 59A.4, to read as follows:

12  
13 **CHAPTER 59A:**  
14 **FOOD SECURITY ~~AND EQUITY REPORTS~~**

15  
16 **SEC. 59A.1. PURPOSE AND INTENT.**

17 This Chapter 59A is intended to establish within the Human Services Agency (HSA) an  
18 Office of Citywide Food Coordination (OCFC), and to codify a method for the ~~Department of Public~~  
19 HealthOCFC to collect and aggregate data related to food security and health equity from  
20 other City departments and then publish a ~~biennial~~ report based on that data. The report is  
21 intended to identify the populations in the City that are food insecure; the food resources that are  
22 available to City residents, and how those resources meet residents' needs, taking into account racial,  
23 economic, and geographic equity; ~~that are receiving City food-related services, whether those services~~  
24 address health, racial, geographic, age, or other inequities; and what barriers to food security  
25 exist. ~~If the City establishes a program of grant-supported food empowerment markets, the report is~~

1 ~~also intended to inform the Human Services Agency in its implementation and awarding of grants~~  
2 ~~under such a program.~~

3  
4 **SEC. 59A.2. ESTABLISHMENT OF OFFICE OF CITYWIDE FOOD COORDINATION.**

5 There is hereby established within the HSA an Office of Citywide Food Coordination (OCFC).  
6 Subject to the budgetary and fiscal provisions of the Charter, the OCFC shall be staffed by no fewer  
7 than three HSA employees who work on citywide food security and access issues. The OCFC shall  
8 support the coordination of funding, strategic planning, and information for City-administered food  
9 security programming in San Francisco. Its responsibilities shall include, but need not be limited to:

10 (a) Developing and maintaining a comprehensive understanding of the City's food services  
11 and resources provided by City departments and entities including the Department of Benefits and  
12 Family Support, Department of Disability and Aging Services, Department of Public Health,  
13 Department of Children, Youth, and Their Families, Department of Homelessness and Supportive  
14 Housing, Department of Early Childhood, Recreation and Parks Department, Human Rights  
15 Commission, Department of the Environment, and any other City departments providing food support;

16 (b) Leading the analysis of and reporting on citywide efforts to understand gaps in food  
17 support based on race, income, and geography, and to inform strategic planning and equitable  
18 resource allocations, including developing the "Food Security Report," as set forth in Section 59A.3;

19 (c) Coordinating across City departments to leverage the City's funding and other  
20 resources to strategically address gaps in the existing food network;

21 (d) Providing information and guidance to City policymakers regarding food insecurity  
22 policies, programs, and needs;

23 (e) Helping to ensure that the City's food security programs and policies are centered on  
24 dignity and choice, and are culturally tailored and community-driven, to meet the unique needs of San  
25

1 Francisco's diverse populations, and focusing on eliminating diet-attributable and nutrition-based  
2 health disparities;

3 (f) Consulting with City departments and community-based organizations, to inform the  
4 development of the Food Security Report, ensuring citywide representation and diverse community  
5 input;

6 (g) Convening interested community-based organizations providing food support, and other  
7 interested stakeholders, with the intention of uplifting the voices of populations disproportionately  
8 affected by food insecurity, at least biannually;

9 (h) Convening City departments supporting food investments at least annually to assess  
10 progress and coordinate efforts;

11 (i) Advising the Mayor's Office on state and federal policy efforts to improve food and  
12 nutrition programming; and

13 (j) Coordinating and planning strategies and programs to meet emergency food needs.

14  
15 **SEC. 59A.23. FOOD SECURITY AND EQUITY REPORTS.**

16 (a) **Biennial Report.** ~~The Department of Public Health ("DPH") shall publish a Food~~  
17 ~~Security and Equity Report ("Biennial Report") by October 1, 2023, and by October 1 every second~~  
18 ~~year thereafter. The Biennial Report shall contain information and analysis on food security and equity~~  
19 ~~in the City, as detailed in subsection (d).~~ **Food Security Report.** HSA shall publish a Food Security  
20 Report by October 1, 2026, and by October 1 every five years thereafter.

21 (b) **Reporting Departments and Other Reporting Entities.**

22 (1) ~~DPH~~HSA shall work in collaboration with the Department of Public Health,  
23 Department of Children, Youth, and Their Families, Department of Disability and Aging  
24 Services, Department of Benefits and Family Support, Department of Homelessness and  
25 Supportive Housing, Department of Early Childhood, Recreation and Parks Department,

1 Human Rights Commission, Department of the Environment, and any other City departments that  
2 provide funding to support food security assistance, Municipal Transportation Agency, Planning  
3 Department, Department of the Environment, Office of Economic and Workforce Development,  
4 Office of the Controller, Office of Contract Administration, and Treasurer & Tax Collector (the  
5 “Reporting Departments”) to ~~collect data and~~ publish the Biennial Food Security Report.

6 (2) ~~DPH shall~~HSA may request data from the San Francisco Unified School  
7 District ~~and the San Francisco Housing Authority~~ and include such data in the Biennial Food  
8 Security Report, ~~as outlined in subsections (c) and (d)~~. If ~~either entity~~the School District provides  
9 such data, ~~that entity~~it shall be considered a Reporting Department for purposes of this  
10 Section 59A.32.

11 ~~— (3) DPH may request data from other relevant entities, including, for example, grantees of~~  
12 ~~any food empowerment markets established by the City pursuant to Administrative Code Section~~  
13 ~~10.100-72-1 and City-funded community-based organizations.~~

14 (3) HSA shall consult with each of the Reporting Departments to seek their input into  
15 the project approach, analysis/interpretation of data, and development of recommendations. HSA will  
16 also partner with the Reporting Departments to prepare a presentation of the Food Security Report to  
17 the Board of Supervisors and the Mayor, as specified in subsection (f).

18 (4) HSA shall consult with community-based organizations, including but not limited to  
19 organizations that serve communities that experience disproportionate rates of food insecurity, and  
20 food support organizations with expertise in partnering with diverse communities.

21 (c) **Data Collection.**

22 (1) ~~DPH~~HSA shall ~~provide a preliminary data set on health conditions and health~~  
23 ~~disparities of City residents (“Preliminary Data Set”) to the Reporting Departments. The Preliminary~~  
24 ~~Data Set shall include data on relevant social conditions and defined group conditions and, to the~~  
25 ~~extent feasible, such data shall be disaggregated by race, ethnicity, and sexual orientation and gender~~

1 ~~identity. Relevant social conditions include, by way of example but not limitation, poverty and~~  
2 ~~malnutrition. Defined group conditions include, by way of example but not limitation, hypertension and~~  
3 ~~other cardiovascular diseases, low birth weight, diabetes, weight, mental health conditions, and dietary~~  
4 ~~intake.~~ develop a Food Data Reporting Form to be used by the Reporting Departments when sending  
5 relevant data, reports, and recommendations to HSA. This data is essential to allow HSA and other  
6 relevant City departments to lead with an equity lens in completing this project. Requested information  
7 may include, but is not limited to, narrative summaries of the Reporting Department's food  
8 programming, as well as funding, program enrollment by demographic characteristics, and service  
9 volume data. HSA may request the Reporting Departments to provide information as a narrative  
10 report, a data set, or other appropriate format.

11 (2) After receiving the Food Data Reporting Form, the Reporting Departments shall  
12 complete and submit their response to HSA by no later than October 1 of the year in which they receive  
13 the Food Data Reporting Form. Submissions shall be made using existing data from the Reporting  
14 Department's food security and income support programs. No Reporting Department shall be required  
15 to report any data beyond that which it possesses at the time of the request.

16 (2) DPH shall develop and provide a food program data framework ("Food Program Data  
17 Framework") to the Reporting Departments. The Food Program Data Framework shall provide  
18 Reporting Departments with guidelines for applying the Preliminary Data Set to programs or  
19 initiatives within each Reporting Department and a format for the Reporting Departments to send  
20 relevant data, reports, and recommendations to DPH. The Food Program Data Framework should  
21 include at least the following: available descriptors of the population served (such as household size  
22 and household income), funding for food related programs (including from federal, state, and City  
23 grants or funds), racially disaggregated enrollment in food programs, service volumes, and geographic  
24 distribution of program services. DPH may include other information in the Food Program Data  
25



1 *Framework as it deems appropriate, and may request the Reporting Departments to provide*  
2 *information as a narrative report, a data set, or other appropriate response.*

3 ~~— (3) After receiving the Preliminary Data Set and Food Program Data Framework, the~~  
4 ~~Reporting Departments shall apply the Preliminary Data Set to applicable programs or initiatives~~  
5 ~~within their departments as prescribed in the Food Program Data Framework. Applicable programs or~~  
6 ~~initiatives include those that provide a food or nutrition related service or food or nutrition related~~  
7 ~~income support. Each Reporting Department shall develop a food security data set (“Food Security~~  
8 ~~Data Set”) in alignment with the Food Program Data Framework using existing data from each~~  
9 ~~Reporting Department. Nothing in this Section 59A.2 shall be construed as mandating additional or~~  
10 ~~new data collection by a Reporting Department beyond data a department already collects. Within 120~~  
11 ~~days after receiving the Preliminary Data Set and Food Program Data Framework, each Reporting~~  
12 ~~Department shall submit its Food Security Data Set to DPH. DPH may answer inquiries from and~~  
13 ~~assist any Reporting Department during development of each department’s Food Security Data Set to~~  
14 ~~help that department meet the requirements and intent of this Section 59A.2.~~

15 (d) **Biennial Report Contents.** ~~DPH~~HSA shall incorporate into the *Biennial Food*  
16 *Security Report* each Reporting Department’s *Food Security Data Set data* and *the Biennial Report*  
17 shall address, to the extent feasible, at least the following:

18 (1) An analysis of food needs among San Francisco residents, including food  
19 security assessment data (if available), poverty data, and assessment of need by income level,  
20 race/ethnicity, primary language, age range, and neighborhood. HSA shall utilize census data, health  
21 equity data, and other population data as appropriate to develop an understanding of community needs  
22 and assess issues of equity within the food security context. HSA may conduct additional research,  
23 such as community forums and surveys, to understand issues impacting access and equity in food  
24 security, as necessary and feasible.

1                   (2) An analysis of City programs or services designed to address food insecurity,  
2 including but not limited to the number of households served by these programs, and distribution by  
3 neighborhood and race/ethnicity. Examples of such programs include public benefits (e.g. CalFresh,  
4 WIC); food access services (e.g., free dining rooms, food pantries, school meals, grocery and meal  
5 vouchers, home-delivered groceries, and congregate and home-delivered meals); and related services  
6 (such as City-funded farms, markets, and/or gardens that provide free or low-cost food to local  
7 residents).

8                   (3) An analysis of the extent to which City food programs meet citywide food needs,  
9 with inclusion of equity analysis to identify potential gaps in programming along racial, economic, and  
10 geographic dimensions.

11                   (4) Recommendations for policy, programs, and funding to address the unmet needs  
12 of food insecure residents and to improve systems-level coordination of City-funded food support  
13 service.

14                   — (1) Information describing the current state of food insecurity in the City with  
15 demographics and analysis of household need, including, at a minimum, (A) household income and  
16 self-sufficiency, (B) population-level food insecurity estimates, (C) results of standardized food security  
17 screenings in public agencies and community programs, (D) analysis of health disparities for which  
18 nutrition is critical, and (E) data from residents experiencing food insecurity on their needs and their  
19 experience with city-funded programs.

20                   — (2) Information describing food-related programs or services delivered to City residents by  
21 federal, state, and local governments and private entities. Examples of such information include  
22 financial resources (such as CalFresh, WIC, food vouchers, and income support); food access services  
23 (such as free dining rooms, food pantries, school meals, and congregate and home-delivered meals);  
24 and related services (such as nutrition education).

1           — ~~(3) Analysis of system infrastructure to support food security, including information and~~  
2 ~~referral systems, community food infrastructure (including, for example, kitchens in housing units, food~~  
3 ~~storage, transportation, and workforce), and urban agriculture.~~

4           — ~~(4) Analysis of health and other inequities as applied to food security programs.~~

5           — ~~(5) Recommendations for policies, programs, and budget from DPH, the Reporting~~  
6 ~~Departments, and the Food Security Task Force (established in Article X, Chapter 5 of the~~  
7 ~~Administrative Code) to address food insecurity, gaps in resources, and system infrastructure, to~~  
8 ~~address health, racial, geographic, age, and other inequities.~~

9           — ~~DPH may include additional information, such as Supervisorial district level data, as~~  
10 ~~appropriate, in the Biennial Report. The Office of Economic Workforce Development shall contribute~~  
11 ~~to the Biennial Report an analysis of economic development potential of community food system and~~  
12 ~~food security initiatives.~~

13           (e) **De-Identified Information.** The ~~Biennial~~Food Security Report shall present  
14 information in de-identified form to protect the privacy of individuals whose data are included.  
15 Data collected and shared between the Reporting Departments and DPH necessary for  
16 preparation of the Biennial Food Security Report shall be confidential as between the Reporting  
17 Departments and DPH to the extent required by law.

18           — ~~(f) Food Security Task Force. The Food Security Task Force shall consult with DPH to~~  
19 ~~review the Food Security Data Sets received from the Reporting Departments and develop~~  
20 ~~recommendations for inclusion in the Biennial Report, and shall assist DPH in preparation and~~  
21 ~~presentation of the Biennial Report to the Board of Supervisors and the Mayor, as specified in~~  
22 ~~subsection (h). The Food Security Task Force may assist DPH in collecting data from non-City entities~~  
23 ~~for inclusion in the Biennial Report.~~

24           — ~~(g) Office of Racial Equity. The Office of Racial Equity shall assist DPH in preparation of~~  
25 ~~the Biennial Report by coordinating with the Office of Contract Administration to identify contracts~~

1 ~~and grants with community-based organizations that provide City-funded food security programs and~~  
2 ~~services and request data from those community-based organizations. To the extent feasible, the Office~~  
3 ~~of Racial Equity may provide the Food Program Data Framework to the community-based~~  
4 ~~organizations or otherwise solicit data from the community-based organizations that address the~~  
5 ~~contents of the Biennial Report listed in subsection (d) and as determined by DPH. The Office of Racial~~  
6 ~~Equity shall assist DPH in preparation of the Biennial Report based on any data received from the~~  
7 ~~community-based organizations.~~

8 (h) **Presentation to Board of Supervisors and Mayor.** HSADPH shall present the  
9 Biennial-Food Security Report to the Board of Supervisors and the Mayor, along with any  
10 recommendations for legislation or other policy or budget recommendations. HSADPH may  
11 also provide the Biennial-Food Security Report to other City departments for their use in  
12 determining grants awarded under food-related programs, such as any food empowerment  
13 market program supported by the City.

14  
15 **SEC. 59A.34. UNDERTAKING FOR THE GENERAL WELFARE.**

16 In enacting and implementing this Chapter 59A, the City is assuming an undertaking  
17 only to promote the general welfare. It is not assuming, nor is it imposing on its officers and  
18 employees, an obligation for breach of which it is liable in money damages to any person who  
19 claims that such breach proximately caused injury.

20  
21 Section 4. Article XIII of Chapter 10 of the Administrative Code is hereby amended by  
22 revising Section 10.100-73, to read as follows:

23  
24 **SEC. 10.100-73. FOOD EMPOWERMENT MARKET FUND.**

1 (a) **Establishment of Fund.** The Food Empowerment Market Fund (the “Fund”) is  
2 established as a category four fund to receive any monies appropriated or donated to address  
3 food insecurity in the City’s most vulnerable neighborhoods and equip those communities with  
4 tools and skills to produce and prepare their own healthy and culturally appropriate food and  
5 to define their own food systems, otherwise referred to as “food sovereignty.” Donations to the  
6 Fund are deemed approved for acceptance and expenditure.

7 (b) **Use of Fund.** The Human Services Agency (HSA) shall use monies in the Fund  
8 to provide grants to nonprofit organizations to establish and operate food empowerment  
9 markets.

10 \* \* \* \*

11 (d) **Administration of Fund.** HSA shall administer the Fund.

12 (1) No later than six months after the effective date of the ordinance in Board  
13 File No. 210567 enacting this Section 10.100-73, and prior to issuing any grants, HSA shall  
14 adopt rules for the grant program consistent with this Section.

15 (A) ~~HSA shall consult with the Food Security Task Force established in Article~~  
16 ~~X of Chapter 5 of the Administrative Code, on the development of the rules for the grant program,~~  
17 ~~including consideration of the “2018 Assessment of Food Security” report issued by the Task Force.~~

18 ~~—————(B)~~ HSA shall consult with the Office of Economic and Workforce  
19 Development (OEWD) on the development of the rules for the grant program as they affect  
20 the community kitchen component.

21 (€B) Subject to the budgetary and fiscal provisions of the Charter, HSA  
22 may contract with a grocery or supermarket business consultant to assist HSA with  
23 developing the rules for the grant program and to assist grantees with setting up the food  
24 empowerment markets, and the costs of such contract may be charged to the Fund.

25

1 (2) The rules shall at a minimum establish a selection process for awarding  
2 grants, eligibility criteria for providers receiving grants, procedures for determining the size  
3 and frequency of grant awards, processes for disbursement of grant funds, restrictions on the  
4 use of grant funds, and reporting obligations for grantees. The rules may provide for separate  
5 grants programs for the initial establishment of the food empowerment markets and for the  
6 subsequent ongoing operation of those markets.

7 (3) The rules shall allow grantees up to ~~two~~ 2-years after the award of the grant  
8 to open the community kitchen required under subsection (c)(3), above.

9 (4) The rules shall require that grantees work on an ongoing basis with the  
10 Department of Public Health, OEWD, and HSA to implement the food empowerment markets  
11 program and other City programs and guidance regarding food security, community nutrition,  
12 and public health where relevant to the operation of the food empowerment markets.  
13 Grantees shall cooperate with the Department of Public Health in the preparation of the  
14 ~~biennial~~ Food Security ~~and Equity~~ Report required by Administrative Code Chapter 59A, and,  
15 after the report is issued, shall conform their operations as much as possible to the relevant  
16 findings and recommendations contained in the report.

17 (5) The rules shall require each food empowerment market to have a district  
18 food liaison. The liaison shall serve as the primary point of contact for the facility, convene or  
19 participate in public meetings within the district regarding food security and related issues, and  
20 coordinate with public agencies on programs affecting the facility and administration of the  
21 grant, ~~including coordinating with the Food Security Task Force~~. The liaison shall also oversee  
22 efforts to keep the local community informed about the facility and its offerings.

23 \* \* \* \*

24  
25

1 Section 5. Chapter 53 of the Administrative Code is hereby amended by revising  
2 Section 53.3, to read as follows:

3

4 **SEC. 53.3. URBAN AGRICULTURE PROGRAM.**

5 (a) **Establishment.** There is hereby created an Urban Agriculture Program for the  
6 City and County of San Francisco.

7 (b) **Duties.** The Urban Agriculture Program shall:

8 (1) Coordinate Urban Agriculture efforts with other public agencies operating in  
9 the City, including, but not limited to, the Recreation and Park Department, Public Utilities  
10 Commission, Department of Public Works, Department of Public Health, Department of the  
11 Environment, Planning Department, Department of Building Inspection, the ~~San Francisco Food~~  
12 ~~Security Task Force~~ Human Services Agency's Office of Citywide Food Coordination, County  
13 Agricultural Commissioner, ~~Department of~~ Real Estate Division, Public Library, Mayor's Office  
14 of Neighborhood Services, City Administrator, Port, and Airport, and the San Francisco  
15 Unified School District, City College of San Francisco, California Department of Parks and  
16 Recreation, United States National Park Service Golden Gate Recreation Area, and the  
17 University of California Cooperative Extension;

18 \* \* \* \*

19

20 Section 6. Effective Date. This ordinance shall become effective 30 days after  
21 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
22 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
23 of Supervisors overrides the Mayor's veto of the ordinance.

24

25

