#### **BOARD of SUPERVISORS**



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### **MEMORANDUM**

Date:

June 15, 2018

their respective appointing authority.

To:

The Honorable Members, Board of Supervisors

From:

Angela Calvillo, Clerk of the Board

Subject:

Food Security Task Force

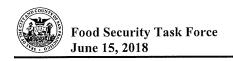
Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill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

File No. 180521 Administrative, Health Codes - Food Security Task Force

The proposed Ordinance will change the code authority from the Health Code to the Administrative Code, add five additional members, authorize department heads to appoint a representative, and extend the sunset date to July 1, 2021.

- Does a current body address the same or similar subject matter?
   No, there are no other current bodies that address the same or similar subject matter.
- Language requiring the body to meet at least once every four months
  Administrative Code, Section 5.10-1(d), requires the Task Force to meet at least once every four months.
- Language indicating members serve at the pleasure of the appointing authority

  Administrative Code, Section 5.10-1(b), indicates that each member serves at the pleasure of



### Language establishing attendance requirements

Administrative Code, Section 5.10-1(b), provides that members representing a community-based organization who fail to attend at least three meetings in a six-month period - without prior approval - shall be deemed to have resigned ten days after the third unapproved absence.

### Number of seats and qualifications

If the legislation passes, the Task Force shall consist of 20 members appointed by varying authorities, as follows:

l	thorities, as foi	lows:
	Seat 1)	Employee of the Department of Human Services, appointed by the
		Executive Director of the Human Services Agency.
	Seat 2)	Employee of the Department of Public Health - Nutrition Services,
		appointed by the Director of Health.
	Seat 3)	Employee of the Department of Aging and Adult Services, appointed by
		the Executive Director of the Human Services Agency.
	Seat 4)	Employee of the Department of Public Health - Food Security, appointed
		by the Director of Health.
	Seat 5)	Employee of the Department of Children, Youth and Their Families,
		appointed by the Director of the Department of Children, Youth and Their
		Families.
	Seat 6)	Employee of the Department of Homelessness and Supportive Housing,
		appointed by the Director of the Department of Homelessness and
		Supportive Housing.
	Seat 7)	Employee of the Recreation and Park Department's Urban Agriculture
		Program, appointed by the General Manager of the Recreation and Park
		Department.
	Seat 8)	Appointee of the San Francisco Unified School District.
	Seats 9-19)	Representatives of community-based organizations that provide
		nutritional support and increase the food security of San Francisco
		residents, nominated by the Task Force and appointed by the Board of
		Supervisors.
	Seat 20)	Member of the public, nominated by the Task Force and appointed by the
		Board of Supervisors.

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

City Department and School District representatives are assumed to serve by virtue of their office. Community-based organization representatives do not have term limits indicated because the intent is for the members to serve the life of the Task Force.

# Administering department

Administrative Code, Section 5.10-1(c), states the Department of Public Health shall provide clerical assistance and logistical support to the Task Force and its committees.

### Reporting requirements

The 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.

#### Sunset date

The Task Force is set to sunset on July 1, 2018, and this Ordinance extends the sunset date to July 1, 2021.