

File No. 180521

Committee Item No. 3

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date June 20, 2018

Board of Supervisors Meeting

Date _____

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Memorandum of Understanding (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 |
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OTHER

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Completed by: Alisa Somera Date June 15, 2018

Completed by: _____ Date _____

1 [Administrative, Health Codes - Food Security Task Force]

2
3 **Ordinance amending the Administrative and Health Codes to change the composition**
4 **of the Food Security Task Force and to extend the sunset date of the Task Force by**
5 **three years to July 1, 2021.**

6
7 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
8 **Additions to Codes** are in *single-underline italics Times New Roman font*.
9 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
10 **Board amendment additions** are in double-underlined Arial font.
11 **Board amendment deletions** are in ~~strikethrough Arial font~~.
12 **Asterisks (* * * *)** indicate the omission of unchanged Code
13 subsections or parts of tables.

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

15 Section 1. The Administrative and Health Codes are hereby amended by recodifying
16 Health Code Sections 470.1 and 470.2 as Administrative Code Sections 5.10-1 and
17 5.10-2, respectively, in Chapter 5, Article X, and revising those Sections, to read as follows:

18 **ARTICLE X:**

19 **FOOD SECURITY TASK FORCE**

20 **SEC. ~~470.1~~5.10-1. ESTABLISHMENT AND MEMBERSHIP OF FOOD SECURITY**
21 **TASK FORCE.**

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

1 (b) **Membership.** The Task Force shall consist of ~~up to 15~~ 20 members appointed by the
2 Board of Supervisors, City department heads, or the San Francisco Unified School District, as
3 provided below. Members, ~~other than department representatives and the School District~~
4 ~~representative,~~ shall serve at the pleasure of their respective appointing authorities~~the Board of~~
5 Supervisors.

6 (1) ~~Departmental and School District Representatives. The Board of Supervisors shall~~
7 ~~appoint one member from the~~

8 (1) Seat 1 shall be an employee of the Department of Human Services, appointed by
9 the Executive Director of the Human Services Agency. ~~of the Human Service Agency,~~

10 (2) Seat 2 shall be an employee of the Department of Public Health- Nutrition
11 Services, appointed by the Director of Health.

12 (3) Seat 3 shall be held by an employee of the Department of Aging and Adult
13 Services ~~of the Human Services Agency,~~ appointed by the Executive Director of the Human Services
14 Agency.

15 (4) Seat 4 shall be held by an employee of the Department of Public Health – Food
16 Security, ~~Office of Food Systems,~~ appointed by the Director of Health.

17 (5) Seat 5 shall be held by an employee of the Department of Children, Youth and
18 their Families, appointed by the Director of the Department of Children, Youth and their Families.

19 (6) Seat 6 shall be held by an employee of the Department of Homelessness and
20 Supportive Housing, appointed by the Director of the Department of Homelessness and Supportive
21 Housing.

22 (7) Seat 7 shall be held by an employee of the ~~and the~~ Department of Environment
23 Recreation and Park Department's Urban Agriculture Program, appointed by the General Manager of
24 the Recreation and Park Department.

1 (8) Seat 8 shall be held by an appointee of the ~~The Clerk of the Board of Supervisors~~
2 ~~shall invite the~~ San Francisco Unified School District if the District chooses to appoint a member to
3 ~~submit a representative for appointment by the Board as a member of the Task Force.~~

4 (9) (2) In addition, the Board may appoint as members of the Task Force up to eight
5 Seats 9 through 19 shall be held by representatives of community-based organizations that
6 provide nutritional support and increase the food security of San Francisco residents,
7 nominated by the Task Force and appointed by the Board of Supervisors. ~~Such community members~~
8 ~~shall be nominated by the Task Force and~~ These members may include but are not limited to
9 representatives from organizations serving food in the following program types: home-
10 delivered meals; congregate meals for seniors; food bank; free dining room; multi-service
11 agency serving families and youth; shelter meals; ~~and~~ faith-based organizations; food retail
12 (farmers markets; grocery stores); and hospital and health clinics ~~and a member of the public.~~ No
13 organization shall have more than one representative on the Task Force.

14 (10) Seat 20 shall be held by a member of the public, nominated by the Task Force
15 and appointed by the Board of Supervisors.

16 (3) Any member representing a community-based organization who fails to
17 attend at least three meetings in a six-month period without the express approval of the Task
18 Force at or before each missed meeting shall be deemed to have resigned from the Task
19 Force ten days after the third unapproved absence. The Task Force shall promptly inform the
20 Clerk of the Board of Supervisors of the resignation.

21 (c) **Staffing.** The Department of Public Health shall provide clerical assistance and
22 logistical support to the Task Force and its committees.

23 (d) **Meetings.** The Task Force shall meet at least once every four months.

24 (e) **Purposes of Task Force; Strategic Plan.** The Food Security Task Force shall
25 recommend to the Board of Supervisors legislative action and city-wide strategies that would

1 increase participation in federally funded programs such as Cal Fresh known nationally as
2 SNAP and formally as food stamps, Summer Food Service, the Child and Adult Care Food
3 Program, the Homeless Children Nutrition Program, the Special Supplemental Nutrition
4 Program for Women, Infants and Children (WIC), the School Lunch Program, and the National
5 School Breakfast Program. The Task Force shall also provide general advice and assistance
6 to the Board of Supervisors with regard to funding priorities, legislative action, and City
7 policies on addressing hunger and enhancing the food security of San Francisco residents in
8 addition to any other issues within the Task Force's expertise.

9 To accomplish these goals, the Food Security Task Force shall prepare an annual
10 assessment of the state of hunger and food insecurity in San Francisco. The report may include
11 ~~with~~ recommendations for funding, programs, and policy. The Task Force shall submit the
12 hunger and food insecurity assessment to the Board of Supervisors. The Board of
13 Supervisors may adopt legislation to implement the recommendations.

14 ~~Thereafter, the Task Force shall submit status reports on progress toward implementing the~~
15 ~~plan and meeting the plan's goals to the Board bi-annually.~~

16
17 **SEC. ~~470.2~~ 5.10-2. SUNSET.**

18 Unless the Board of Supervisors by ordinance extends the term of the Task Force,
19 ~~Sections 470.1 and 470.2~~ this Article X shall expire by operation of law, and the Task Force shall
20 terminate, on July 1, ~~2018~~2021. After that date, the City Attorney shall cause ~~Sections 470.1 and~~
21 ~~470.2~~ this Article X to be removed from the Health Administrative Code.

22
23 Section 2. Effective Date. This ordinance shall become effective 30 days after
24 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
25

1 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
2 of Supervisors overrides the Mayor's veto of the ordinance.

3 Notwithstanding the Effective Date of this ordinance, it is the intent of this Board that
4 the Task Force shall continue to operate without interruption and that the incumbent members
5 of the Task Force shall continue to hold their seats without reappointment unless removed by
6 the appointing authorities designated in this ordinance.

7
8 Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
9 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
10 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
11 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
12 additions, and Board amendment deletions in accordance with the "Note" that appears under
13 the official title of the ordinance. However, as stated at the beginning of Section 1, this
14 ordinance recodifies Health Code Sections 470.1 and 470.2 as Administrative Code Sections
15 5.10-1 and 5.10-2, which has the effect of deleting those sections from the Health Code.

16
17
18 APPROVED AS TO FORM:
19 DENNIS J. HERRERA, City Attorney

20 By:


21 JON GIVNER
22 Deputy City Attorney

23 n:\leganalas2018\1800587\01275513.docx

LEGISLATIVE DIGEST

[Administrative, Health Codes - Food Security Task Force]

Ordinance amending the Administrative and Health Codes to change the composition of the Food Security Task Force and to extend the sunset date of the Task Force by three years to July 1, 2021.

Existing Law

The Food Security Task Force is a 15-member advisory body that makes recommendations to the Board of Supervisors to increase participation in federally-funded food security programs. The Task Force also provides general advice and assistance to the Board regarding funding priorities, legislative action, and City policies on addressing hunger and enhancing the food security of San Francisco residents. In 2013, the Board of Supervisors enacted Resolution No. 447-13, committing to ensure that all San Franciscans are food secure and hunger free by 2020.

The Board of Supervisors appoints 14 members of the Task Force, including six City employees. The San Francisco Unified School District appoints one member.

The Task Force will sunset and cease to exist in July 2018 unless the Board extends the Task Force by ordinance.

Amendments to Current Law

The proposed ordinance would change the composition of the Task Force by adding five members—one employee of the Department of Homelessness and Supportive Housing, and four representatives of community organizations. The ordinance would also authorize City department heads to appoint the members of the Task Force representing their departments.

Finally, the ordinance would extend the sunset date of the Task Force to July 2021.

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BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place
Room 244
San Francisco, CA 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

MEMORANDUM

Date: June 15, 2018
To: The Honorable Members, Board of Supervisors
From: *ACC* 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 their respective appointing authority.



- 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:

- 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.

BOARD of SUPERVISORS



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

MEMORANDUM

TO: Trent Rhorer, Executive Director, Human Services Agency
Barbara A. Garcia, Director, Department of Public Health
Shireen McSpadden, Executive Director, Department of Aging and Adult Services
Maria Su, Director, Department of Children, Youth and Their Families
Jeff Kositsky, Director, Department of Homelessness and Supportive Housing
Phil Ginsburg, General Manager, Recreation and Parks Department
Vincent C. Matthews, Ed.D., Superintendent, San Francisco Unified School District

FROM: *el for* Alisa Somera, Legislative Deputy Director
Rules Committee

DATE: May 22, 2018

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee has received the following proposed legislation, introduced by Supervisor Yee on May 15, 2018:

File No. 180521

Ordinance amending the Administrative and Health Codes to change the composition of the Food Security Task Force and to extend the sunset date of the Task Force by three years to July 1, 2021.

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

c: Krista Ballard, Human Services Agency
Greg Wagner, Department of Public Health
Naveena Bobba, Department of Public Health
Sneha Patil, Department of Public Health
Bridget Badasow, Department of Aging and Adult Services

Emily Cohen, Department of Homelessness and Supportive Housing
Sarah Madland, Recreation and Parks Department
Viva Mogi, San Francisco Unified School District
Esther Casco, San Francisco Unified School District
Danielle Houck, San Francisco Unified School District

805-11 /
Aides Dep
City Atty / Mayors
Office.

President, District 5
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-7630
Fax No. 554-7634
TDD/TTY No. 544-5227

London Breed

PRESIDENTIAL ACTION

Date: 5/25/18
To: Angela Calvillo, Clerk of the Board of Supervisors

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2018 MAY 25 PM 4:47
BY [Signature]

Madam Clerk,
Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No. 150349 ~~180571~~ Yes
(Primary Sponsor)

Title. Ordinance amending the Administrative and Health Codes to change the composition of the Food Security Task Force and to extend the

Transferring (Board Rule No 3.3)

File No. _____
(Primary Sponsor)

Title. _____

From: _____ Committee

To: _____ Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor _____

Replacing Supervisor _____

For: _____ Meeting
(Date) (Committee)

[Signature: London Breed]

London Breed, President
Board of Supervisors

RECEIVED
5/15/2018 @ 5:34pm
AS

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Yee, Ronen, Fewer

Subject:

Ordinance amending the Administrative and Health Codes to change the composition of the Food Security Task Force and to extend the sunset date of the Task Force by three years to July 1, 2021.

The text is listed:

[]

Signature of Sponsoring Supervisor:

Norman Yee

For Clerk's Use Only