

BOARD of SUPERVISORS



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## MEMORANDUM

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Date: May 15, 2015  
To: The Honorable Members, Board of Supervisors  
From: *AC* Angela Calvillo, Clerk of the Board  
Subject: Food Security Task Force

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Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating, 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. 150349 Health Code - Extending the Food Security Task Force

*The Food Security Task Force (Task Force) was established on August 12, 2005, and is set to sunset on July 1, 2015. This Ordinance amends Health Code, Section 470.2, to extend the sunset date to July 1, 2018.*

- Does a current body address the same or similar subject matter?

*No, there are no other bodies that address the same or similar subject matter.*

- Language requiring the body to meet at least once every four months

*The proposed legislation adds Section 470.1(d), which requires the Task Force to meet at least once every four months.*



- Language indicating members serve at the pleasure of the appointing authority

*Section 470.1(b) states that the members who are not department or School District representatives serve at the pleasure of the Board of Supervisors.*

- Language establishing attendance requirements

*The proposed legislation adds Section 470.1(b)(3), which establishes attendance requirements for members who represent a community-based organization and provides a process to remove a member for non-attendance.*

- Number of seats and qualifications

*There are a total of 15 members who are all appointed by the Board of Supervisors:*

- *Six (6) City Department or School District representatives from specified departments:*
  - *Department of Human Services*
  - *Department of Public Health, Nutrition Services*
  - *Department of Aging and Adult Services*
  - *Department of Public Health, Office of Food Systems*
  - *Department of Children, Youth and Their Families*
  - *Department of Environment Urban Agriculture*
- *One (1) San Francisco Unified School District representative*
- *Eight (8) representatives of community-based organizations that provide nutritional support and increase food security.*

- 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, which will expire on July 1, 2018.*

- Administering department

*Section 470.1(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. The Task Force shall also submit bi-annual reports on the progress being made toward implementing the plan and meeting goals.*

- Sunset date

*The Task Force is set to sunset on July 1, 2015, and this Ordinance extends the sunset date to July 1, 2018.*