

File No. 140301

Committee Item No. 4

Board Item No. 14

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Rules

Date April 3, 2014

Board of Supervisors Meeting

Date April 15, 2014

#### Cmte Board

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

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Completed by: Alisa Miller Date March 28, 2014

Completed by: Alisa Miller Date April 10, 2014

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[Appointments, Food Security Task Force - Heather Tufts and Orla O’Keeffe]

**Motion appointing Heather Tufts and Orla O’Keeffe, for indefinite terms, to the Food Security Task Force.**

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

Heather Tufts, seat 12, succeeding Jessie Mandle, resigned, must be a representative from the Department of Children, Youth and Their Families, for an indefinite term.

Orla O’Keeffe, seat 14, succeeding Zetta Reicker, term sunsetted, must be a representative from the San Francisco Unified School District, for an indefinite term.



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: Food Security Taskforce

Seat # or Category (If applicable): Representative from Department of Children, Youth and Their Families #12 District:

Name: Heather Tufts

Home Address: 40th Ave, San Francisco Zip: 94116

Home Phone: (530) cell Occupation: Community Development Specialist

Work Phone: (415) 554-8958 Employer: Department of Children Youth and Their Services

Business Address: 1390 Market St, San Francisco Zip: 94102

Business E-Mail: heather.tufts@dcyf.org Home E-Mail: ht tufts04@

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

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

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

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

With over 15 years experiences in the youth development field, a Bachelor's Degree in Biological Sciences, Masters in Educational Administration and current position as a Planner for Out of School Time and Nutrition for the City of San Francisco, Department of Children, Youth and Their Families, I will be representing the coordination efforts to increase food security among San Francisco youth ages 6-17 years of age!

**Business and/or professional experience:**

MODOC CHILD CARE RESOURCE AND REFERRAL PROGRAM DIRECTOR  
 T.E.A.C.H., INC - ALTURAS, CA      AUGUST 2005 - CURRENT  
 Responsible for continuous growth and development of programs; meeting the needs of families, providers, and community.  
 • Oversight of nine State/Federal programs for Modoc County; Resource and Referral, Alternative Payment Program, Cal Works Child Care (Stage two and three), Family Child Care Home Network, Child Care Initiative Projects, RAINBOW (special needs for zero-3), Health and Safety Training and Child and Adult Care Food Program (CACFP)

S.E.A.L.S AFTER SCHOOL PROGRAM DIRECTOR  
 T.E.A.C.H., INC - ALTURAS, CA      AUGUST 2005 - JUNE 2009  
 Restructured and expanded a high quality Kindergarten-Eighth Grade program involving; Academic Enrichment, Tutoring and Physical Education (Components of State and Federal Funding).  
 • Coordinated and supervised county wide program for seven school sites, 28 core staff and 280 students operating with After School Education and Safety (ASES-State) and 21st Century(Federal) Grants

SUBSTITUTE TEACHER - KINDERGARTEN - 8TH GRADES  
 KERN COUNTY SCHOOL DISTRICTS - BAKERSFIELD, CA      DECEMBER 2004 - MAY 2005

ASSISTANT TEACHER - INFANT, TODDLER AND PRESCHOOL  
 A.S. CHILDREN'S CENTER (CSU, CHICO) - CHICO, CA      SEPTEMBER 1999 - MAY 2004

**Civic Activities:**

Volunteer:  
 Time and planning to opening Child Development Centers  
 Grant writing for small non-profits  
 Emotional mentor-ship programs  
 Professional Development workshops

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

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (*Applications must be received 10 days before the scheduled hearing.*)

Date: 3/24/14      Applicant's Signature: (required) Heather Tufts

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**Miller, Alisa**

---

**From:** Heather Tufts (CHF)  
**Sent:** Friday, March 28, 2014 10:58 AM  
**To:** Miller, Alisa  
**Cc:** Jones, Paula (DPH)  
**Subject:** FW: DCYF representative to the Food Security Task Force

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**From:** Maria Su (CHF)  
**Sent:** Tuesday, March 25, 2014 10:34 PM  
**To:** Heather Tufts (CHF)  
**Cc:** Laura Moye (CHF); Emily Davis (CHF)  
**Subject:** Re: DCYF representative to the Food Security Task Force

Heather,  
Great, can you please fill out the application and work with Emily to send it to Paula and Linda Wong (from the Clerk's Office)?

Thanks,  
--Maria

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Maria Su, PsyD  
Executive Director  
Department of Children, Youth and Their Families (DCYF)  
City and County of San Francisco  
1390 Market Street, Suite 900  
San Francisco, CA 94102  
Tel: 415-554-3547  
Fax: 415-554-8965  
ww.DCYF.org

Executive Assistant: Emily Davis ([emily.davis@dcyf.org](mailto:emily.davis@dcyf.org); 415-554-8991)

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**From:** "Heather Tufts (CHF)" <[Heather.Tufts@dcyf.org](mailto:Heather.Tufts@dcyf.org)>  
**Date:** Tuesday, March 25, 2014 at 5:32 PM  
**To:** Maria <[Maria.Su@dcyf.org](mailto:Maria.Su@dcyf.org)>  
**Cc:** "Laura Moye (CHF)" <[laura.moye@dcyf.org](mailto:laura.moye@dcyf.org)>  
**Subject:** RE: DCYF representative to the Food Security Task Force

Hi Maria-  
Yes I will be representing DCYF at the Taskforce and I believe the next rules committee is April 3<sup>rd</sup> so it would be best to notify Paula Jones soon that I will be the representative.

Thank you,  
Heather

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*"If your dreams don't scare you, they aren't big enough" - Lowell Lundstrum*



Board of Supervisors  
 City and County of San Francisco  
 1 Dr. Carlton B. Goodlett Place, Room 244  
 (415) 554-5184 FAX (415) 554-7714

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Food Security Task Force

Seat # or Category (If applicable): SFUSD #14 District: 5

Name: ORLA O'KEEFE

Home Address: BAKER ST., SAN FRANCISCO, CA Zip: 94115

Home Phone: 415- [redacted] Occupation: Executive Director

Work Phone: 415-355-2356 Employer: SFUSD

Business Address: 449 FRANKLIN ST., 3RD FLOOR, SF CA Zip: 94102

Business E-Mail: okeaffe@sfusd.edu Home E-Mail: orla-okeefe@ [redacted]

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

Resident of San Francisco  Yes  No If No, place of residence: \_\_\_\_\_

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I'm a resident of San Francisco and a parent of a teenage boy and a young adult who have experienced food insecurity.

**Business and/or professional experience:**

As Executive Director of Policy and operations for the SFUSD, I supervise Student Nutrition Services, the largest public food program in the City of San Francisco.

**Civic Activities:**

I've been a resident of D5 since 2001, and a member of the North of the Panhandle Neighborhood Association. I'm an active member of the LGBTQ Community, and I've been a guardian for 4 children at seven different public schools in San Francisco.

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

*presentation to the Board of Supervisors.*

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)

Date: 3/17/2014 Applicant's Signature: (required) *Orla O'Keefe*

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

## Miller, Alisa

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**From:** Wong, Linda (BOS)  
**Sent:** Wednesday, March 19, 2014 8:21 AM  
**To:** Miller, Alisa  
**Subject:** FW: Application for Food Security Task Force  
**Attachments:** Orla\_OKeeffe\_SFUSD\_Food Security Task Force.pdf

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**From:** Jones, Paula (DPH)  
**Sent:** Wednesday, March 19, 2014 8:13 AM  
**To:** Wong, Linda (BOS)  
**Cc:** Lim, Victor (BOS); Teri Olle ([tolle@sfmfoodbank.org](mailto:tolle@sfmfoodbank.org))  
**Subject:** FW: Application for Food Security Task Force

Hi Linda,

I hope you're well!

Attached is the application for SFUSD's representative to the task force. I understand that the next step is to schedule this application before the Rules Committee. Can you tell me which meeting this will be scheduled at?

Thank you!

Paula

Paula Jones, PhD  
Director of Food Systems | Environmental Health Branch  
Population Health Division | San Francisco Department of Public Health  
1390 Market Street, #210 | San Francisco, CA 94102  
(415) 252-3853 Phone | [Paula.Jones@sfdph.org](mailto:Paula.Jones@sfdph.org)  
[www.sfdph.org/dph/eh](http://www.sfdph.org/dph/eh)  
[www.sfdph.org/foodsecurity](http://www.sfdph.org/foodsecurity)

New Health Care Options under the Affordable Care Act (ACA)  
Three easy ways for SF residents to learn more and enroll:  
1. Online [www.CoveredCA.com](http://www.CoveredCA.com)  
2. Call Covered California (800) 300-1506  
3. Visit SF Benefits Net at 1440 Harrison Street. M-F 8am-5pm

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**From:** Leigh, Myong [<mailto:leighm@sfusd.edu>]  
**Sent:** Monday, March 17, 2014 6:53 PM  
**To:** Jones, Paula (DPH)  
**Cc:** O'Keeffe, Orla  
**Subject:** FW: Application for Food Security Task Force

Hi Paula,

On behalf of SFUSD, I would like to nominate Orla to the Food Security Task Force. (Can I follow directions, or what?)



-Myong

Myong Leigh

Deputy Superintendent, Policy & Operations  
San Francisco Unified School District  
555 Franklin Street  
San Francisco, CA 94102  
415-241-6121 (main)  
415-355-6917 (direct)  
[leighm@sfusd.edu](mailto:leighm@sfusd.edu)

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**From:** O'Keeffe, Orla

**Sent:** Monday, March 17, 2014 6:30 PM

**To:** Leigh, Myong

**Subject:** Applicaiton for Food Security Task Force

Hi Myong,

I would love to be nominated to the Food Security Task Force. If you are in agreement with this idea, can you please email the attached document to Paula Jones <[Paula.Jones@sfdph.org](mailto:Paula.Jones@sfdph.org)> with a note saying that on behalf of SFUSD you would like to nominate me to the Food Security Task Force?

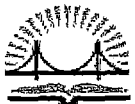
Thanks,

-Orla

---

**Orla O'Keeffe**

Executive Director, Policy and Operations  
555 Franklin Street, Room 302  
San Francisco, CA 94102  
T: 415-355-7356  
E: [okeeffeo@sfusd.edu](mailto:okeeffeo@sfusd.edu)



**SFUSD**

SAN FRANCISCO  
PUBLIC SCHOOLS

San Francisco  
BOARD OF SUPERVISORS

Date Printed: March 26, 2014

Date Established:

August 12, 2005

Active

**FOOD SECURITY TASK FORCE**

**Contact and Address:**

Paula Jones  
SFDPH  
1390 Market Street #822  
San Francisco, CA 94102

Phone: (415) 252-3853

Fax: (415) 252-3818

Email: paula.jones@sfdph.org

**Authority:**

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

**Board Qualifications:**

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

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

- > One (1) member from the Department of Human Services of the Human Service Agency;
- > One (1) member from the Department of Public Health-Nutrition Services;
- > One (1) member from the Department of Aging and Adult Services of the Human Services Agency;
- > One (1) member from the Department of Public Health-Office of Food Systems;
- > One (1) member from the Department of Children, Youth and their Families;
- > One (1) member from the Department of Environment Urban Agriculture; and
- > The Clerk of the Board of Supervisors shall invite the San Francisco Unified School District to submit one (1) representative for appointment by the Board.

In addition, the Board may appoint up to eight (8) representatives of community-based organizations that provide nutritional support and increase the food security of San Francisco residents. Such community members shall be nominated by the Task Force and may include, but are not limited to, representatives from organizations serving food in the following program

"R Board Description" (Screen Print)

San Francisco  
BOARD OF SUPERVISORS

types: home-delivered meals; congregate meals for seniors; food bank; free dining room; multi-service agency serving families and youth; shelter meals; and faith-based organizations, food retail (farmers markets; grocery stores); hospital and health clinics; and a member of the public. No organization shall have more than one representative on the Task Force.

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

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

Reports: The Task Force shall submit status reports to the Board bi-annually.

Sunset Date: The Task Force shall sunset on July 1, 2015, unless extended by the Board of Supervisors resolution.

