

File No. 100695

Committee Item No. 9
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS
AGENDA PACKET CONTENTS LIST

Committee: Rules

Date June 3, 2010

Board of Supervisors Meeting

Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input 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 Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input 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"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application |
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OTHER

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Completed by: Linda Wong

Date May 28, 2010

Completed by: _____

Date _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.



**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 and Committees

Application for Appointment to: Food Security Task Force

Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): Seat # 2, 3, 5, 6, 7

District:

Name: Meredith Terrell

Home Address — Hampshire Street San Francisco CA

Zip: 94110

Home Phone: (415) —

Occupation: Non Profit Administrator

Work Phone: (415) 282-1907x265

Employer: San Francisco Food Bank

Business Address: 900 Pennsylvania Avenue San Francisco, CA

Zip: 94107

Business E-Mail: mterrell@sffb.org

Home E-Mail: na

Check All That Apply:

A citizen of the United States.

At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence):

Please state your qualifications (attach supplemental sheet if necessary)

As an employee at the San Francisco Food Bank I design food programs for San Franciscans in need and support food programs at over 400 nonprofit agencies in the city. I have participated in the Food Security Task Force since 2006.

Education:

BA University of Texas

Masters in Non-profit Administration University of San Francisco

Business and/or professional experience:

2004 - present Associate Director of Programs, San Francisco Food Bank

Civic Activities:

Ethnicity: (optional)

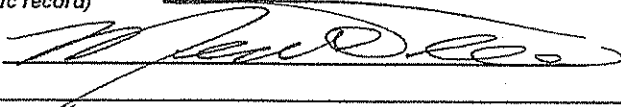
Sex: (optional) M F

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.)

(Please Note: Once Completed, this form, including all attachments, become public record)

Date: April 28, 2010 Applicant's Signature: (required) 

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #: _____ Term Expires: _____ Date Seat was Vacated: _____



**SAN FRANCISCO
FOOD BANK**

Serving San Francisco and Marin

April 28, 2010

Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco
City Hall - Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Calvillo,

I would like to submit to you my nomination for new membership in the Food Security Task Force for seat #2, as a representative of the San Francisco Food Bank. On February 2, 2010, the Board of Supervisors passed an ordinance (file number: 091446) amending the membership of the existing Food Security Task Force; the Mayor signed this ordinance on February 11, 2010

As Associate Director of Programs at the San Francisco Food Bank, I work with constituents throughout San Francisco to support ongoing food programming for San Franciscans in need, as well as design new programs to fulfill unmet needs.

I have participated in the San Francisco Food Security Task Force since 2006, as a regularly attending member of the public. As a public member I worked on the Older Adults committee to draft the initial recommendation for Programs for Older Adults in the 2007 publication of "Food Security for All: *A Strategic Plan to End Hunger in Our City*". I have been involved in updates of the original recommendations

Sincerely,

Meredith Terrell

900 PENNSYLVANIA AVENUE, SAN FRANCISCO, CA 94107
TELEPHONE: (415) 282-1900 FAX: (415) 282-1909 www.sffoodbank.org

A member of Feeding America™



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

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BOARD OF SUPERVISORS
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2010 APR 25 PM 3:47
BY: _____

Application for Boards, Commissions and Committees

Application for Appointment to: Food Security Task Force
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): seats 2, 3, 5, 6, 7 District: _____

Name: Daniel Alan Schuman

Home Address: Vallejo Street, San Francisco Zip: 94109

Home Phone: 415- _____ Occupation: Director of Operations

Work Phone: 415-447-2361 Employer: Project Open Hand

Business Address: 730 Polk Street, San Francisco Zip: 94109

Business E-Mail: dschuman@openhand.org Home E-Mail: _____@gmail.com

- Check All That Apply:
- A citizen of the United States. At least 18 years old on or before Election Day.
 - Not in prison or on parole for a felony conviction
 - A resident of San Francisco Yes: No: (Place of Residence): _____

Please state your qualifications (attach supplemental sheet if necessary)
Please see enclosed letter

Education:
B.A., Colgate University, 1992
M.B.A., San Francisco State University, 2008

Business and/or professional experience:
20 years of progressive management experience, primarily in the field of Operations. Nearly 10 years experience in food service, focused on providing nutrition to the elderly and people living with critical and chronic illnesses

Civic Activities:
Member, Tenderloin Hunger Task Force (THTF) - The THTF is comprised of 6 non-profit organizations focused on providing nutrition to those most in need.

Ethnicity: (optional) _____ Sex: (optional) M F

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.)
(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4/22/10 Applicant's Signature: (required) [Signature]
Please Note: Your application will be retained for one year.

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



Project Open Hand
meals with love

April 22, 2010

Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco
City Hall – Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

RECEIVED
BOARD OF SUPERVISORS
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2010 APR 26 PM 3:47
BY _____
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Dear Ms. Calvillo,

I would like to submit my name for consideration for membership on the Food Security Task Force. I have been nominated by the current membership to serve as a representative for the community. I am currently serving as Director of Operations for Project Open Hand, a non-profit food service agency providing meals and groceries to the elderly and people living with HIV/AIDS and other chronic and critical illnesses.

In my role at Project Open Hand, I am responsible for purchasing all food items for our prepared meals and pantry programs. I also develop our pantry shopping menus and work with our team of chefs developing menu items for our prepared meals. I consider it to be my primary responsibility to source the highest quality food items at the lowest prices; fiscal responsibility and proper nutrition do not have to be mutually exclusive. If I have a governing philosophy it is the belief that good, healthy food can be made available to all, regardless of income.

I have been attending the Food Security Task Force meetings as a member of the public for the last year or so and I believe that I am a good fit for the group. I will bring the perspective of a service provider, someone who spends each day working directly with clients who receive nutrition services. I believe my role in direct service will provide a nice complement to the policy advocates on the task force.

If you have questions or require additional information, please do not hesitate to contact me: dschuman@openhand.org or 415.447.2361. Thank you for your time and consideration.

Sincerely,

Dan Schuman

Director of Operations

Project Open Hand

www.openhand.org



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 and Committees

Application for Appointment to: Food Security Task Force
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): 2, 3, 5, 6, 7 District:

Name: Jean Cooper

Home Address: 25th Avenue, Oakland, CA Zip: 94601

Home Phone: 510- Occupation: Director

Work Phone: 415-674-6041 Employer: Glide Foundation

Business Address: 330 Ellis Street, San Francisco, CA Zip: 94102

Business E-Mail: jcooper@glide.org Home E-Mail: @sbcglobal.net

Check All That Apply:

A citizen of the United States. At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence): Oakland, CA

Please state your qualifications (attach supplemental sheet if necessary)

I am the Director of the Free Meals Program at the Glide Memorial Church in San Francisco and have managed the program since 2005. In 2009, my program served over 940,000 meals to the poor and homeless of San Francisco.

Education:

MBA, Economics and Finance, Mills College, Oakland, CA 2005
 BA, Government and Economics, Mills College, Oakland, CA 1994

Business and/or professional experience:

See resume.

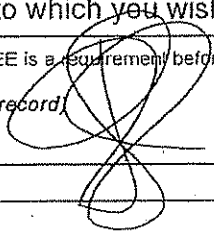
Civic Activities:

I am a voting member of the Tenderloin Hunger Task Force.

Ethnicity: (optional) Hispanic/White Sex: (optional) M F

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.)
 (Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4.27.16 Applicant's Signature: (required) 
 Please Note: Your application will be retained for one year.

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

Professional Summary

Senior level management executive with over 25 years of food service experience skilled in developing, implementing and evolving strategic initiatives while embracing organizational mission and values. Strong and conscientious leader committed to developing high performance teams through proactive relationship management, technical development and personal empowerment. Strategic planner who drives project implementation while effectively monitoring and evaluating progress towards performance goals, objectives and desired impacts. Innovative problem solver undaunted by perceived impossibility. *Key competencies include:*

- | | |
|--|--|
| <input type="checkbox"/> Operations and Process Improvement | <input type="checkbox"/> Organizational Development |
| <input type="checkbox"/> Financial Forecasting and Budgeting | <input type="checkbox"/> Strategic Planning and Implementation |
| <input type="checkbox"/> Project Management | <input type="checkbox"/> Innovative Product/Program Design |

Professional Experience

Director, Community Building Division
Glide Foundation, San Francisco

April 2007 – Present

- Participate on Senior Management Team to define and institutionalize agency long term strategic plan, organizational vision and values. Exercise P&L responsibility of \$18M operational budget, fund development and agency performance.
- Direct operations of 5 human service departments within the Community Building Division, including the Daily Free Meals Program.
- Champion the integration of agency values into division decision making process resulting in value driven operational policies and procedures actualizing the agency mission
- Administration of \$1.5M city contracts with division resulting in 95% improvement in meeting contractual goals and objectives, budget constraints, and deadlines.
- Develop strong, diverse, and high performing management team adeptly capable of managing daily operations of division while maintaining high quality service delivery consistent with the mission and values of the agency.
- Initiate the development of multi-faceted training program for front line staff reducing employee turnover by 70%.
- Effectively increased division capacity to absorb 25% increase in demand while improving efficiency, service delivery and performance.
- Develop strategic relationships to access new revenue sources resulting in a 5% increase in division restricted revenue.
- Successfully achieve 100% organizational and divisional goals set each fiscal year in addition to meeting increased demands of daily operations and production of special events.
- Chair Events Steering Committee which coordinates the planning and logistics for over 100 agency events annually.
- Drive implementation of performance management data system enabling the ability to share information resulting in improved service delivery and streamlined the data collection necessary performance measurement.
- Define program logic models, goals and outcomes to reposition programs in order to highlight effective performance and broaden opportunities for program funding and strategic partnerships.

Program Manager, Daily Free Meals Program
Glide Foundation, San Francisco

August 2005 – April 2007

- ☐ Directed and managed operations of Glide's Daily Free Meals Program serving over 800,000 meals annually to the poor and homeless of the Tenderloin Community.
- ☐ Developed and managed \$2.5M program budget to include annual forecasting of cost of goods, labor costs, revenue projections and control of monthly expenses.
- ☐ Managed the recruiting, training, coaching, performance reviews, disciplinary issues and conflict resolution of culturally diverse 25 entry level staff.
- ☐ Negotiated and secured \$155K contract with the City of San Francisco to serve 36,000 hot and healthy breakfasts to homeless seniors requiring the incorporation of USDA nutritional standards into menu development process.
- ☐ Redesigned menu planning systems for program focusing on nutrition, flavor and culturally appropriate menus by implementing the inclusion of fresh fruits and vegetables, improved cooking techniques and expanded sourcing and purchasing of food products.
- ☐ Improved consumer service delivery through consistent management and training resulting in a 90% or better positive response in annual consumer satisfaction survey.
- ☐ Instituted food safety program to implement safe food handling procedures, sanitary facilities and equipment management.
- ☐ Developed waste program to compost kitchen waste which resulting in a 50% savings in garbage expenses per year.
- ☐ Implemented the use of sustainable, recyclable and compostable service ware and packaging products in anticipation of the implementation of city ordinance resulting in 25% savings in kitchen expenses and a 50% reduction in garbage waste.

Urban Economic Analyst
Northern Real Estate, LLC., Oakland

May 2004– January 2008

- ☐ Supported initiatives to identify opportunities and resource gaps that can potentially increase the flow of capital and create opportunities for low income populations.
- ☐ Provided technical assistance to community development corporations and other non-profit agencies by strengthening capacity in human and institutional resources.
- ☐ Sourced, analyzed and summarized market data to determine project scope and feasibility to include target market analysis, competitive project and service analysis, current market saturation, pricing and financial feasibility.
- ☐ Developed project plans incorporating community participation and communication to include surveys, focus groups, forums, public presentations and town hall meetings.

Financial Analyst
Kevin Harper, CPA, Union City

April 2005 – August 2005

- ☐ Analyzed revenues and expenditures using detail testing and evaluation of internal controls to improve organizational processes and detect fraud risk for 10 government agencies.
- ☐ Conducted audit for the Contra Costa County Juvenile Hall through analysis of project expenses, benchmarks, deliverables and timelines to confirm adherence to grant guidelines.
- ☐ Recreated expense records for 17 capital projects for the San Francisco Unified School District in an effort to uncover bond fund discrepancies reducing deficit by \$9M.
- ☐ Prepared end of year fiscal reports and financial statements for government agencies and utility companies.

General Manager/ Director of Catering
CoolEatz, Menlo Park

October 1999 – December 2003

- ☐ Opened organic quick food service and catering concept with \$1M annual sales in first year.
- ☐ Managed all customer service, kitchen and catering operations.

- ☐ Supervised crew of 15 employees in customer service, kitchen and catering departments to include recruitment, scheduling, training, mentoring and performance reviews.
 - ☐ Processed payroll and calculated catering department commissions with sales of \$900K annually.
 - ☐ Maintained high quality and ethical standards for food consistency, flavor and production.
 - ☐ Implemented food safety program to institutionalize safe food handling procedures, sanitary facilities and equipment management.
 - ☐ Managed inventory for catering and food service departments and ordered all products from vendors.
 - ☐ Developed strategic relationships with local farmers and natural food vendors in order to purchasing organic and sustainably produced products.
 - ☐ Prepared catering orders for up to 25 events per month to include menu design and production. event supplies and rentals, staffing, logistics, client relations and billing.
 - ☐ Managed execution of all off-site events for up to 1,500 guests.
-

Education

Masters of Business Administration

Emphasis in Finance and Economics

Lorry I. Lokey Graduate School of Business

Mills College, Oakland, January, 2005

Bachelor of Arts - Government

Emphasis in Political and Economic Development

Mills College, Oakland

Affiliations

- | | |
|--|--|
| ☐ Tenderloin Hunger Task Force
<i>Voting Member</i> | ☐ Human Services Network
<i>Member</i> |
| ☐ San Francisco Food Security Task Force
<i>Nominated for Seat as Voting Member, 2010 -12</i> | ☐ Slow Food International
<i>Member</i> |



Board of Supervisors
City and County of San Francisco
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RECEIVED
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2010 MAY 15 AM 9:50
BY AK

Application for Boards, Commissions and Committees

Application for Appointment to: Food Security Task Force
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): 2, 3, 5, 6, 7

District: 10

Name: Anne Quaintance representing Meals On Wheels of San Francisco

Home Address: Warren Drive San Francisco, CA

Zip: 94131

Home Phone: 415- _____

Occupation: Sr. Director of Programs and Operations

Work Phone: 415-920-1111 ext, 266

Employer: Meals on Wheels of San Francisco

Business Address: 1375 Fairfax Avenue San Francisco, CA

Zip: 94124

Business E-Mail: aquaintance@mowsf.org

Home E-Mail: _____ @yahoo.com

Check All That Apply:

A citizen of the United States. At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence):

Please state your qualifications (attach supplemental sheet if necessary)

MOWSF is the largest provider of meals to homebound seniors in San Francisco, and Anne Quaintance is responsible for the programs and operations. Anne Quaintance was a member of FSTF while at the SF Food Bank.

Education:

Anne Quaintance holds a Masters degree in Nonprofit Administration from University of San Francisco.

Business and/or professional experience:

Anne Quaintance has worked with MOWSF for a year, previously for 15 months at the Human Services Agency and previously for 9 nine years at the San Francisco Food Bank.

Civic Activities:

Anne Quaintance is a local board member for the Emergency Housing and Shelter Program and a metropolitan council member for the Jewish Community Relations Council of SF.

Ethnicity: (optional)

Sex: (optional) M F

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.)

(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4.30.10

Applicant's Signature: (required)

Anne Quaintance

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #: _____ Term Expires: _____ Date Seat was Vacated: _____



Board of Supervisors
City and County of San Francisco
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RECEIVED
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2010 APR 23 PM 4:31

Application for Boards, Commissions and Committees

Application for Appointment to: Food Security Task Force

Name of Board, Commission, Committee, or Task Force

BY AK

Seat # or Category (If applicable): Human Services, seat 8

District:

Name: Leo O'Farrell

Home Address: Bay Street Alameda, CA

Zip: 94501

Home Phone: 510

Occupation: Manager, Food Stamp Program

Work Phone: 415.558.1157

Employer: San Francisco Human Services Agency

Business Address: 1235 Mission Street

Zip: 94102

Business E-Mail: leo.o'farrell@sfgov.org

Home E-Mail: comcast.net

Check All That Apply:

A citizen of the United States.

At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence): Alameda

Please state your qualifications (attach supplemental sheet if necessary)

Have chaired the Food Security Task Force for the past two years and have been a member of the task force since inception. I am committed to improving food security for the citizens of San Francisco

Education:

Masters in Public Administration. Cal State Hayward, BA Sociology, UC Berkeley

Business and/or professional experience:

17 plus years managing in the Food Stamp program in San Francisco

Civic Activities:

Member County Nutrition Action Plan, Food Security Task Force

Ethnicity: (optional) White

Sex: (optional) M F

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.)
(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4-22-10 Applicant's Signature: (required) Leo O'Farrell

Please Note: Your application will be retained for one year.

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



**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 and Committees

Application for Appointment to: Food Security Task Force

Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): Department of Aging and Adult Services of the Human Service Agency District:

Seat 9

Name: Linda Lau

Home Address: Duncan Street, San Francisco, CA

Zip: 94110

Home Phone: 415- _____

Occupation: Nutritionist

Work Phone: 415-355-6774

Employer: San Francisco Department of Aging & Adult Services (DAAS)

Business Address: 1650 Mission Street, 5th Floor, San Francisco, CA

Zip: 94103

Business E-Mail: Linda.Lau@sfgov.org

Home E-Mail: _____ @yahoo.com

Check All That Apply:

A citizen of the United States.

At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence):

Please state your qualifications (attach supplemental sheet if necessary)

Has 28+ years experience working in nutrition with diverse population. Has excellent communication, organization and leadership and computer skills. Has rich experience & training in cultural diversity.

Education:

Registered Dietician and has Master's Degree in Public Health nutrition.

Business and/or professional experience:

Has 26 years working as a nutritionist for DAAS (formerly called Commission on Aging) to oversee & manage 42 meal sites and home-delivered meal programs funded by DAAS, provide technical assistance to providers and dept. staff.

Civic Activities:

Participate in different community orgs. Recently participated in an event to raise money for cancer research. Was past-president of Galileo High School and West Portal Elementary School's PTA, & Parents for Immersion Education.

Ethnicity: (optional) Chinese

Sex: (optional) M F

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.)

(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4/23/10 Applicant's Signature: (required) _____

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #: _____ Term Expires: _____ Date Seat was Vacated: _____



Board of Supervisors
 City and County of San Francisco
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2010 APR 28 PM 2:05

Application for Boards, Commissions and Committees

Application for Appointment to: Food Security Task Force

BY AK

Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): DPH Nutrition Services Vacancy #10

District:

Name: Maria R. LeClair, MPA, RD

Home Address: Birch Avenue, South San Francisco, CA

Zip: 94080

Home Phone: 650-

Occupation: Manager

Work Phone: 415-575-5686

Employer: City & County of San Francisco Department of Public Health

Business Address: 30 Van Ness Avenue, Suite 260, San Francisco, CA

Zip: 94102

Business E-Mail: maria.leclair@sfdph.org

Home E-Mail: @aol.com

Check All That Apply:

A citizen of the United States.

At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence): San Mateo County

Please state your qualifications (attach supplemental sheet if necessary)

San Francisco Department of Public Health Director of Nutrition Services, WIC Program Director since 1993. WIC Program experience since 1976.

Education:

Bachelor's of Science (BS) in Nutrition Dietetics,
 Master's in Public Administration (MPA) with emphasis in Health Care

Business and/or professional experience:

Registered Dietitian, manager of various CA local agencies' Women, Infants, and Children (WIC) Supplemental Nutrition Program over 34 years. NWA Board of Directors' Local Agency representative, CA WIC Program Task Force

Civic Activities:

Active member of the: Diabetes Coalition of California, California Dietetic Association, National WIC Association, California Conference of Local Health Department Nutritionists Co-President 2009-2010.

Ethnicity: (optional) Hispanic

Sex: (optional) M F

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.)

(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4/27/10 Applicant's Signature: (required) Maria R. LeClair

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #: _____ Term Expires: _____ Date Seat was Vacated: _____



Gavin Newsom Mayor

City and County of San Francisco

**Department of Public Health
Nutrition Services**

Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms Calvillo,

I am respectfully submitting my application for the Food Security Task Force to fill the Department of Public Health (DPH) Nutrition Services-vacancy #10. DPH Nutrition Services along with my name were nominated by the Food Security Task Force and mentioned in the letter addressed to you dated February 25, 2010. (See attached)

I hold the position of Director of Nutrition Services, Women, Infants, and Children (WIC) Supplemental Nutrition Program Director. I am a Registered Dietitian (RD) with over 37 years experience in maternal and child nutrition. In addition, I have over 34 years experience managing federal funded nutrition programs. I have worked for the City and County Department of Public Health since 1994 and during that time I have been instrumental in increasing WIC participation from 10,000 to 16,000 participants per month. I also applied and was successful in bringing the WIC Farmers' Market Nutrition Program to San Francisco.

I have served on the National WIC Association (NWA) Board of Directors representing the Western Region Local Agencies, 2009-2010 Co-President of the California Conference of Local Health Department Nutritionist (CCLHDN), a member of the Diabetes Coalition of California, elected and served on the California WIC Program Task Force representing Bay Area Counties, and active member of the American Dietetic Association, just to name a few organizations. I am also the recipient of numerous service awards including the 2005 WIC Career Achievement Award.

Thank you for considering my application. If you have any questions please call me.

Sincerely,

Maria R. LeClair, MPA, RD
Director of Nutrition Services
City & County of San Francisco
Department of Public Health
30 Van Ness Avenue, Suite 260
San Francisco, CA 94102
(415) 575-5686
maria.leclair@sfdph.org

Attachments: February 25, 2010 letter to A. Calvillo
Task Force Application



**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 and Committees

Application for Appointment to: Food Security Task Force

Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): DPH Office of Food Systems, seat 11

District:

Name: Paula Jones

Home Address: Pacific Avenue, Alameda, CA

Zip: 94501

Home Phone: 415 _____

Occupation: Director of Food Systems - SFDPH (Senior Health Planner)

Work Phone: 415-252-3353

Employer: San Francisco Department of Public Health

Business Address: 1390 Market Street, #822 SF, CA

Zip: 94102

Business E-Mail: paula.jones@sfdph.org

Home E-Mail: none

Check All That Apply:

A citizen of the United States.

At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence): Alameda, CA

Please state your qualifications (attach supplemental sheet if necessary)

See attachment.

Education:

PhD Candidate - University of California, Santa Cruz - focus on food policy

Master of Arts - San Francisco State University; Bachelor of Arts - University of Illinois

Business and/or professional experience:

2008 - present - Director of Food Systems, San Francisco Department of Public Health

2002 - 2008 - Executive Director of SF Food Systems; 2000 - 2001 - Director of Urban Agriculture for SLUG

Civic Activities:

Member of the SFUSD Nutrition and Physical Activity Committee since 2003

Ethnicity: (optional)

Sex: (optional) M F

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.)

(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 4/27/10 Applicant's Signature: (required)

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #: _____ Term Expires: _____ Date Seat was Vacated: _____

Paula Jones – April 27, 2010

Application for the Food Security Task Force – Seat 11 (DPH Office of Food Systems)

Statement of Qualifications

Currently I am the Director of Food Systems for the San Francisco Department of Public Health, where I focus on health equity and food systems through city wide food system research, policy and planning including the areas of including food security, utilization, quality and effectiveness of government nutrition programs, improving child nutrition through nutrition assistance programs, public policy supporting healthy food environments, and urban rural connections. I am also a PhD Candidate at the University of California, Santa Cruz, where I am researching the interaction between federal, state and local nutrition policy, public health, and sustainable agriculture.

I have been involved in food systems in San Francisco in a variety of capacities for 12 years. Immediately prior to my position at the Department of Public Health, I founded and led the non profit, San Francisco Food Systems where we focused on research, advocacy and policy to improve access to high quality food especially for low income San Franciscans through school lunch, farmers markets, food assessments, and community capacity building. Prior to that, I was the Director of Urban Agriculture at the San Francisco League of Urban Gardeners focusing on food security through urban farming in public housing developments, farmers markets in low-income communities, food pantries, and youth gardening and job training, and food security assessments.

I have participated in the San Francisco Food Security Task Force since 2005, as a regularly attending member of the public, and since 2009 as staff to the task force.



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Application for Boards, Commissions and Committees

Application for Appointment to: Food Security Task Force

Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): n/a seat 12

District: n/a

Name: Maximilian Roeha

Home Address: Maybelle Ave, Oakland

Zip: 94619

Home Phone: 415-

Occupation: Deputy Director

Work Phone: 415-934-4841

Employer: City & County of SF

Business Address: 1390 Market St, Ste 900

Zip: 94102

Business E-Mail: mrocha@dcyf.org

Home E-Mail:

Check All That Apply:

A citizen of the United States.

At least 18 years old on or before Election Day.

Not in prison or on parole for a felony conviction

A resident of San Francisco Yes: No: (Place of Residence): Oakland

Please state your qualifications (attach supplemental sheet if necessary)

As deputy director at DCYF, I have been serving on the FSTF for the past year. Oversee the implementation of Summer Lunch & Snack Programs, and other food/nutrition related policy.

Education:

MSW - University of California, Los Angeles
 BA, Economics - University of California, Berkeley

Business and/or professional experience:

Deputy Director at DCYF. DCYF serves as key liaison for this task force to best inform children and youth related issues.

Civic Activities:

n/a

Ethnicity: (optional)

Sex: (optional) M F

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.)

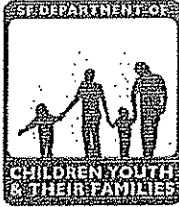
(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 04/26/10 Applicant's Signature: (required) [Signature]

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #: _____ Term Expires: _____ Date Seat was Vacated: _____



Gavin Newsom
Mayor

Maria Su
Director

April 26, 2010

Angela Calvillo

Clerk of the Board of Supervisors
City and County of San Francisco
City Hall - Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Calvillo,

I am writing to express my interest in joining the Food Security Task Force (FTSF). Our department was nominated by the FTSF as a participating member for this coming year, and we are excited for this opportunity.

Enclosed please find my application and supporting letter from FTSF. Should you have any questions, please feel free to contact me. Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Max Rocha". The signature is written in a cursive style with a large, sweeping initial "M".

Maximilian Rocha
Deputy Director



April 26, 2010

Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco
City Hall - Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Calvillo:

I would like to apply to be a member of the Food Security Task Force. The Department of Aging and Adult Services (DAAS) was nominated to be a voting member by the Food Security Task Force (FSTF). I'm the staff assigned to represent DAAS.

Attached is a copy of my application and copy of the letter from FSTF. If you have any questions or need additional information, please don't hesitate to contact me.

Thank you,

A handwritten signature in cursive script, appearing to read "Linda Lau".

Linda Lau, RD, MPH
Nutritionist

cc: Anne Hinton, Executive Director
Shireen McSpadden, Deputy Director
Denise Cheung, Director of Office on Aging & County Veterans Service Office

San Francisco
Board of Supervisors
**Food Security
Task Force**



1390 Market Street, #822
San Francisco, CA 94102

Phone: (415) 252-3853
Fax: (415) 252-3818

<http://www.dph.sf.ca.us/meetings/otherMeetings.htm>

February 25, 2010

Christopher Boettcher
San Francisco Recreation and Park
Department (Randall Museum)

Angelina Cahalan
St. Anthony Foundation

Gina Fromer
Bayview Hunters Point YMCA

Linda Lau
Department of Aging and
Adult Services

María LeClair
San Francisco Department of Public
Health, Nutrition Services

Renske van Staveren
San Francisco Food Bank

Leo O'Farrell
Chair, Human Services Agency,
Food Stamp Program

Max Rocha
Department of Children, Youth and their
Families

Dennis Stewart
United States Department of
Agriculture

Timothy Thole
United States Department of
Agriculture

Ed Wilkins
San Francisco Unified School District,
Student Nutrition Services

Paula Jones
San Francisco Department of Public
Health, Office of Food Systems

Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco
City Hall - Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Calvillo:

On behalf of the existing Food Security Task Force, I would like to submit to you nominations for the new membership in the Food Security Task Force. On February 2, 2010, the Board of Supervisors passed an ordinance (file number: 091446) amending the membership of the existing Food Security Task Force, and the Mayor signed the ordinance on February 11, 2010.

The new Food Security Task Force now consists of 15 voting members including the following City agencies:

Department of Human Services of the Human Service Agency
Department of Aging and Adult Services of the Human Service Agency
Department of Public Health, Nutrition Services
Department of Public Health, Food Systems
Department of Children, Youth and their Families
Department of Recreation and Park
Department of Economic and Workforce Development
San Francisco Unified School District

The new Food Security Task Force also consists of up to seven voting members representing community based organizations. These members are to be nominated by the existing task force members. The ordinance specifically states that:

"...the Board may appoint as voting members of the Task Force up to seven 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 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.”

On February 3, 2010, the existing Food Security Task Force met and nominated the following community based organizations to be members of the new Food Security Task Force:

San Francisco Food Bank
Bayview Hunters Point YMCA
St. Anthony's Foundation
Meals on Wheels
Project Open Hand
Glide

Attached is the list of nominated members. Information about each community based organization is included as an attachment.

Please call me at 415-252-3853 or email me at paula.jones@sfdph.org if you have any questions or need additional information.

Sincerely,

Paula Jones
Staff, Food Security Task Force

Cc: Supervisor Sophie Maxwell
Jon Lau
Linda Wong
Leo O'Farrell



List of nominated members for the new Food Security Task Force

<u>City Agency</u>	<u>Staff</u>
Department of Human Services	Leo O'Farrell
Department of Aging and Adult Services	Linda Lau
Department of Public Health – Nutrition Services	Maria LeClair
Department of Public Health – Food Systems	Paula Jones
Department of Children, Youth and their Families	Max Rocha
Recreation and Park	TBD
Department of Economic and Workforce Development	TBD
San Francisco Unified School District	Ed Wilkins

Nominated Community Based Organizations

San Francisco Food Bank
Bayview Hunters Point YMCA
St. Anthony's Foundation
Meals on Wheels
Project Open Hand
Glide



Information about nominated organizations

San Francisco Food Bank

To help end hunger, the San Francisco Food Bank will distribute more than 36 million pounds of food this year to over 147,000 people, individuals and to more than 500 local nonprofit agencies. Food from the San Francisco Food Bank is also prepared at soup kitchens, 200 neighborhood pantries, senior centers, homeless shelters and youth programs. The San Francisco Food Bank has served San Francisco since 1989.

Bayview Hunters Point YMCA

The Bayview Hunters Point YMCA is a multi-service agency serving families, seniors and youth in Bayview Hunters Point since 1997. They operate a family resource center, food pantry, and multiple programs for all ages including nutrition education, and a garden.

St. Anthony's Foundation

St. Anthony Foundation responds to the needs of poor and low-income San Franciscans and has done so for the past six decades. St. Anthony Foundation serves more than 1,600 poor or homeless people every day through a network of programs that provide tools for poor and low income San Franciscans by providing for basic needs like food, clothing and healthcare, as well as supportive programs to increase self-sufficiency.

Meals on Wheels San Francisco

Established in 1970, MOWSF provides two home-delivered meals a day and delivers therapeutic meals city-wide. Using a network of drivers, social workers, nutritionists, community partners, volunteers, donors and advocates, MOWSF improves the lives of seniors throughout San Francisco. MOWSF currently serves over 1,465 seniors in San Francisco.

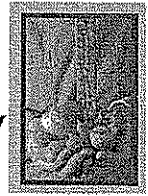
Project Open Hand

Since 1985, Project Open Hand provides people with symptomatic HIV/AIDS in San Francisco and Alameda counties daily home-delivered meals or weekly groceries. They also provide home delivered meals to people who are homebound and critically ill with any serious medical condition and provide hot lunches to seniors at various congregate sites all over San Francisco. Project Open Hand also provides nutrition counseling with registered dietitians to clients.

Glide

Glide provides three nutritious meals to the city's poor, homeless and hungry 364 days of the year. Glide also offers supportive programs including training and employment, health services, family, youth and childcare services, youth education and workforce development, a drop in center. Last year, Glide served 950,000 meals through their free dining room.

San Francisco
Board of Supervisors
**Food Security
Task Force**



1390 Market Street, #822
San Francisco, CA 94102

Phone: (415) 252-3853
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<http://www.dph.sf.ca.us/meetings/otherMeetings.htm>

May 14, 2010

Christopher Boettcher
San Francisco Recreation and Park
Department (Randall Museum)

Angelina Cahalan
St. Anthony Foundation

Gina Fromer
Bayview Hunters Point YMCA

Linda Lau
Department of Aging and
Adult Services

Marie LeClair
San Francisco Department of Public
Health, Nutrition Services

Renske van Slaveren
San Francisco Food Bank

Leo O'Farrell
Chair, Human Services Agency,
Food Stamp Program

Max Rocha
Department of Children, Youth and their
Families

Dennis Stewart
United States Department of
Agriculture

Timothy Thole
United States Department of
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Ed Wilkins
San Francisco Unified School District,
Student Nutrition Services

Paula Jones
San Francisco Department of Public
Health, Office of Food Systems

Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco
City Hall - Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Ms. Calvillo:

On behalf of the existing Food Security Task Force, I would like to submit to you the names of members representing community based organizations. The following are the nominations:

- Community Based Organization: **Meridith Terrell**, Associate Director of Programs for the San Francisco Food Bank
- Community Based Organization: **Jean Cooper**, Division Director, Community Building Division, Glide Foundation
- Community Based Organization: **Dan Schuman**, Director of Operations for Project Open Hand
- Community Based Organization: **Anne Quaintance**, Senior Director of Programs and Operations at Meals on Wheels

Please call me at 415-252-3853 or email me at paula.jones@sfdph.org if you have any questions or need additional information.

Sincerely,

Paula Jones
Staff, Food Security Task Force

Cc: Supervisor Sophie Maxwell
Jon Lau
Linda Wong
Leo O'Farrell



Nominations for Food Security Task Force
Paula Jones to: Angela Calvillo
Cc: Linda Wong, Leo O'Farrell, Jon Lau

05/14/2010 12:49 PM

Dear Ms. Calvillo,

Attached are additional names of individuals nominated for the Food Security Task Force.

If you have any questions, please let me know.

Thank you for your assistance,

Paula Jones



Clerk of the Board 5-14-10.pdf

Paula Jones
Director of Food Systems
San Francisco Department of Public Health (Environmental Health Section)
PhD Candidate - University of California, Santa Cruz (Environmental Studies Department)
c/o 1390 Market Street, Suite 822
San Francisco, CA 94102
(415) 252-3853 phone
(415) 252-3818 fax
www.sffood.org

San Francisco
BOARD OF SUPERVISORS

Date Printed: May 28, 2010

Date Established:

August 12, 2005

Active

FOOD SECURITY TASK FORCE

Contact and Address:

Paula Jones
Health
101 Grove Street
San Francisco, CA 94102

Phone: (415) 554-2500

Fax: (415) 554-2888

Email: paula.jones@sfdph.org

Authority:

Ord. No. 206-05; Ord. No. 19-08; Ord. No. 29-10.

Board Qualifications:

The Food Security Task Force shall consist of up to 15 members. Voting 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 voting member from: the Department of Human Services of the Human Service Agency, the Department of Aging and Adult Services of the Human Services Agency, the Department of Public Health - Nutrition Services, the Department of Public Health - Office of Food Systems, the Department of Children, Youth and their Families, the Recreation and Park Department and the Economic and Workforce Development Department. The Clerk of the Board of Supervisors shall invite the San Francisco Unified School District to submit a representative for appointment by the Board as a voting member of the Task Force.

In addition, the Board may appoint as voting members of the Task Force up to seven 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 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. No organization shall have more than one representative on the Task Force.

San Francisco
BOARD OF SUPERVISORS

Members other than department representatives shall serve at the pleasure of the Board of Supervisors.

The Task Force shall invite a member of the public to sit as a non-voting member of the Task Force representing San Francisco residents.

The Department of Public Health, shall provide clerical assistance and logistical support to the Task Force and its committees.

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 the Food Stamp program, 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 National 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.

Reports: 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 Supervisor. The Board of Supervisors may adopt legislation to implement the recommendations.

Thereafter, the Task Force shall submit status reports on progress toward implementing the recommendations and meeting the goals to the Board bi-annually.

Sunset Date: One year after the passage of this ordinance, the Food Security Task Force shall submit a recommendation to the Board of Supervisors on whether the Task Force should continue in operation. Unless this measure creating the Task Force is reauthorized and extended by the Board by resolution prior to January 31, 2012, Sections 470.1 and 470.2 shall expire by operation of law and the City Attorney shall cause those sections to be removed from future editions of the Code.