

**BOARD of SUPERVISORS**



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October 8, 2024

The Honorable Anne-Christine Massullo  
Presiding Judge  
Superior Court of California, County of San Francisco  
400 McAllister Street  
San Francisco, CA 94102

Subject: 2023-2024 Civil Grand Jury Report, entitled "Commission Impossible? Getting the Most from San Francisco's Commissions." (Board File No. 240709)

Dear Judge Massullo:

The Board of Supervisors' Government Audit and Oversight Committee conducted a public hearing on September 19, 2024, to discuss the findings and recommendations of the Civil Grand Jury and the departments' responses to the report.

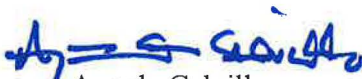
The following City departments submitted a response to the Civil Grand Jury (copies enclosed):

- Office of the City Attorney:  
Received August 19, 2024, for Findings Nos. F1, F5, and Recommendation Nos. R1.1, R1.3, R1.4, R5.2.
- The Mayor's Office submitted a consolidated response for the following departments:
  - Controller's Office
  - Office of the City Attorney  
Received August 9, 2024 for Finding Nos. F1, F2, F3, F4, F5, F6, F7, F8, F9 and Recommendation Nos. R1.2, R1.3, R2.1, R2.2, R2.3, R2.4, R2.5, R2.6, R2.7, R3.1, R4.1, R4.2, R4.3, R5.1, R6.1, R7.1, R7.2, R8.1, R9.1, R9.2, R9.3.

During the September 19, 2024 meeting, the Government Audit and Oversight Committee prepared a resolution responding to the requested findings and recommendations identified in the report. The response was finalized by Resolution No. 480-24, enacted on October 3, 2024. The Office of the Clerk of the Board of Supervisors is transmitting Resolution No. 480-24 to your attention.

If you have any questions, please contact Monique Crayton at (415) 554-5184, or via email to [monique.crayton@sfgov.org](mailto:monique.crayton@sfgov.org).

Sincerely,

  
Angela Calvillo  
Clerk of the Board

mcc:jec:ams

(Attachments)

cc: Andres Power, Mayor's Office  
Thomas Paulino, Mayor's Office  
Sally Ma, Mayor's Office  
Brad Russi, Office of the City Attorney  
Greg Wagner, City Controller  
ChiaYu Ma, Office of the City Controller  
Mark dela Rosa, Office of the City Controller  
Alisa Somera, Office of the Clerk of the Board  
Severin Campbell, Office of the Budget and Legislative Analyst  
Reuben Holober, Office of the Budget and Legislative Analyst  
Nicolas Menard, Office of the Budget and Legislative Analyst  
Michael Carboy, 2023-2024 Foreperson, San Francisco Civil Grand Jury

[Board Response - Civil Grand Jury Report - Commission Impossible? Getting the Most from San Francisco's Commissions]

**Resolution responding to the Presiding Judge of the Superior Court on the findings and recommendations contained in the 2023-2024 Civil Grand Jury Report, entitled "Commission Impossible? Getting the Most from San Francisco's Commissions;" and urging the Mayor to cause the implementation of accepted findings and recommendations through her department heads and through the development of the annual budget.**

WHEREAS, Under California Penal Code, Section 933 et seq., the Board of Supervisors must respond, within 90 days of receipt, to the Presiding Judge of the Superior Court on the findings and recommendations contained in Civil Grand Jury Reports; and

WHEREAS, In accordance with California Penal Code, Section 933.05(c), if a finding or recommendation of the Civil Grand Jury addresses budgetary or personnel matters of a county agency or a department headed by an elected officer, the agency or department head and the Board of Supervisors shall respond if requested by the Civil Grand Jury, but the response of the Board of Supervisors shall address only budgetary or personnel matters over which it has some decision making authority; and

WHEREAS, Under San Francisco Administrative Code, Section 2.10(a), the Board of Supervisors must conduct a public hearing by a committee to consider a final report of the findings and recommendations submitted, and notify the current foreperson and immediate past foreperson of the Civil Grand Jury when such hearing is scheduled; and

WHEREAS, In accordance with San Francisco Administrative Code, Section 2.10(b), the Controller must report to the Board of Supervisors on the implementation of

1 recommendations that pertain to fiscal matters that were considered at a public hearing held  
2 by a Board of Supervisors Committee; and

3 WHEREAS, The 2023-2024 Civil Grand Jury Report, entitled "Commission Impossible?  
4 Getting the Most from San Francisco's Commissions" ("Report") is on file with the Clerk of the  
5 Board of Supervisors in File No. 240709, which is hereby declared to be a part of this  
6 Resolution as if set forth fully herein; and

7 WHEREAS, The Civil Grand Jury has requested that the Board of Supervisors respond  
8 to Finding Nos. F1, F2, F3, F4, F5, F6, F7, F8, and F9 as well as Recommendation Nos.  
9 R1.2, R1.3, R2.1, R2.2, R2.3, R2.4, R2.5, R2.6, R2.7, R3.1, R4.1, R4.2, R4.3, R5.1, R5.2,  
10 R6.1, R7.1, R7.2, R8.1, R9.1, R9.2, and R9.3, contained in the subject Report; and

11 WHEREAS, Finding No. F1 states: "No up-to-date, accurate list of active appointed  
12 bodies exists, which impedes government transparency;" and

13 WHEREAS, Finding No. F2 states: "It's difficult to evaluate appointed bodies, because  
14 no authority systematically reviews their performance;" and

15 WHEREAS, Finding No. F3 states: "The high number of advisory bodies creates  
16 unnecessary administrative burdens;" and

17 WHEREAS, Finding No. F4 states: "Unfilled seats can result in canceled meetings,  
18 which imposes extra costs and delays decision-making;" and

19 WHEREAS, Finding No. F5 states: "Most appointed bodies have no sunset dates,  
20 which affects their relevance and accountability;" and

21 WHEREAS, Finding No. F6 states: "The descriptors for commissions are varied and  
22 confusing;" and

23 WHEREAS, Finding No. F7 states: "Annual reports vary in content and availability,  
24 which greatly undermines their value;" and  
25

1 WHEREAS, Finding No. F8 states: "The appointment process lacks visibility into  
2 appointee political activities;" and

3 WHEREAS, Finding No. F9 states: "A lack of training and performance reviews  
4 hampers commissioner effectiveness;" and

5 WHEREAS, Recommendation No. R1.2 states: "By December 17, 2024 if feasible, or  
6 by January 31, 2025 if not feasible, the Board of Supervisors shall pass an ordinance  
7 requiring the City Attorney's Office by January 31 of each year to prepare and make available  
8 to the public an up-to-date, accurate list of active commissions and other appointed bodies, as  
9 described in Recommendation 1.1;" and

10 WHEREAS, Recommendation No. R1.3 states: "The report referenced in  
11 Recommendation 1.1 shall be posted not only on the City Attorney's website, but also on a  
12 new Commissions Oversight Body (COB) website (see Recommendation 2.1) or on a city  
13 website that is used more frequently by the public to obtain information about city programs  
14 and services. Good examples include Los Angeles County and San Diego County;" and

15 WHEREAS, Recommendation No. R2.1 states: "By May 1, 2025, the City shall enact  
16 an ordinance to create the Commissions Oversight Body (COB), or a body by another name  
17 as the Board of Supervisors deems appropriate. This ordinance shall set forth the  
18 membership requirements and the duties of the COB;" and

19 WHEREAS, Recommendation No. R2.2 states: "The ordinance described in  
20 Recommendation 2.1 shall set forth the membership requirements of the COB as follows:

21 • One representative from the Controller's Office, who will chair the COB. The  
22 Controller's Office shall provide the professional expertise and administrative assistance  
23 necessary to support the COB's duties.

24 • One representative from the Mayor's Office.

25 • One representative from the Office of the Clerk of the Board of Supervisors.

1           • Four residents of San Francisco who do not work in city government, who are not  
2 members of any commission or board, and whose professional experience or civic  
3 participation qualify them for this role. The Controller, Mayor, Board of Supervisors and City  
4 Attorney shall each appoint one of these residents, with no confirmation requirement;" and

5           WHEREAS, Recommendation No. R2.3 states: "The ordinance described in  
6 Recommendation 2.1 shall require the COB, by June 30 each year, to i) evaluate all  
7 appointed bodies on the list that will be issued by the City Attorney per Recommendation 1.1,  
8 and ii) produce an annual report containing the COB's evaluations and recommendations  
9 pertaining to all commissions (COB Annual Report) that shall be forwarded to the Board of  
10 Supervisors and the Mayor for further action;" and

11           WHEREAS, Recommendation No. R2.4 states: "For each appointed body to be  
12 evaluated per Recommendation 2.3, the ordinance described in Recommendation 2.1 shall  
13 require the COB to collect and include the following information in the annual report:

- 14           • Statement of purpose
- 15           • Effective date
- 16           • Sunset date (if any)
- 17           • Body's classification as decision-making or advisory, quasi-judicial, associated with  
18 state or federal law
- 19           • Legal authorization, whether by charter, ordinance, resolution, or by other means
- 20           • Appointing authority
- 21           • Summary of the body's key actions and accomplishments
- 22           • Link to the body's most recent annual report, if applicable
- 23           • Link to the body's website
- 24           • Number of members
- 25           • Number of required meetings per year

- 1       • Number of actual meetings
- 2       • Number of canceled meetings
- 3       • The number of board or commission member self- and peer-reviews completed
- 4       • Number of vacancies
- 5       • Number of expired terms with holdover members;” and

6       WHEREAS, Recommendation No. R2.5 states: “For each appointed body to be  
7 evaluated per Recommendation 2.3 and 2.4, the ordinance that is described in  
8 Recommendation 2.1 shall require the COB to recommend changes (if any) regarding the  
9 appointed body, to the Board of Supervisors and the Mayor, and to other entities as  
10 necessary to implement these recommendations. These recommendations can include, but  
11 are not limited to, a recommendation to remove members of a body, abolish the body, or  
12 retain the body with changes to its composition, duties, authority, meeting requirements, and  
13 sunset date;” and

14       WHEREAS, Recommendation No. R2.6 states: “The ordinance described in  
15 Recommendation 2.1 shall require the COB to evaluate advisory bodies annually, and to  
16 evaluate all other bodies every three years, with the option to do so on a rotating basis  
17 (evaluating about one-third of such bodies in year 1, one-third in year 2, and one-third in  
18 year 3);” and

19       WHEREAS, Recommendation No. R2.7 states: “The Mayor’s Office shall include  
20 funding in the fiscal 2025 budget for additional staff or other resources, as needed, for the  
21 Controller’s Office to perform the duties required by the COB as described in  
22 Recommendation 2.2;” and

23       WHEREAS, Recommendation No. R3.1 states: “The ordinance described in  
24 Recommendation 2.1 shall require that for each appointed body, the COB recommend  
25 retaining, abolishing, or merging with another appointed body, as part of the evaluation

1 process described in Recommendations 2.3, 2.4, and 2.5. To aid in making its initial  
2 recommendations, the COB shall review Appendix B: Abolish or Retain;” and

3 WHEREAS, Recommendation No. R4.1 states: “The City shall enact an ordinance  
4 limiting the membership of new decision-making bodies to 7 members or fewer and limiting  
5 the membership of new advisory boards to 11 members or fewer;” and

6 WHEREAS, Recommendation No. R4.2 states: “The ordinance described in  
7 Recommendation 2.1 shall require the COB to recommend reducing the size of all existing  
8 commissions and boards according to Recommendation 4.1;” and

9 WHEREAS, Recommendation No. R4.3 states: “The ordinance described in  
10 Recommendation 2.1 shall require the COB to develop guidelines for simplifying and  
11 streamlining the criteria for who can serve on commissions and boards;” and

12 WHEREAS, Recommendation No. R5.1 states: “By May 1, 2025, the City shall enact  
13 an ordinance or propose a ballot measure to codify a sunset date that does not exceed three  
14 years for all advisory bodies for which it has the authority to pass such an ordinance or  
15 propose such a ballot measure. If passed, this law shall apply immediately to advisory bodies  
16 that currently have no sunset date. For advisory bodies with a sunset date, this law shall apply  
17 if or when the body is reauthorized;” and

18 WHEREAS, Recommendation No. R5.2 states: “The Clerk of the Board shall notify the  
19 City Attorney six months before a body is scheduled to sunset so that the City Attorney can  
20 remove the body from the code if it is sunsetted;” and

21 WHEREAS, Recommendation No. R6.1 states: “By May 1, 2025, the City shall enact  
22 an ordinance or policy to standardize the names of future commissions and other appointed  
23 bodies. The Jury recommends the following naming conventions and recommends that the  
24 Board of Supervisors present the text of the ordinance or policy to the COB for approval:

- 25
- Commission or Board for a decision-making body, for example, Film Commission or

1 Assessment Appeals Board.

2 • Advisory Committee or Task Force for an advisory body. For example, Advisory  
3 Committee for bodies with a broad scope that have a longer duration (Bicycle Advisory  
4 Committee) and Task Force for bodies with a narrow scope and shorter duration (Permit  
5 Prioritization Task Force);” and

6 WHEREAS, Recommendation No. R7.1 states: “By May 1, 2025, the Board of  
7 Supervisors shall amend as follows Administrative Code Section 1.56 requiring appointed  
8 bodies to submit annual reports:

9 (a) Annual reports shall be submitted to the COB for its review by March 31 of the  
10 following year.

11 (b) Annual reports shall include the information specified in Appendix D: Annual Report  
12 Requirements.” and

13 WHEREAS, Recommendation No. R7.2 states: “If the COB is not enacted, By  
14 May 1, 2025, the Board of Supervisors shall amend as follows Administrative Code  
15 Section 1.56 requiring appointed bodies to submit annual reports:

16 (a) Annual reports shall be submitted to the COB for its review by March 31 of the  
17 following year.

18 (b) Annual reports shall include the information specified in Appendix D: Annual Report  
19 Requirements;” and

20 WHEREAS, Recommendation No. R8.1 states: “By May 1, 2025 the City shall enact an  
21 ordinance requiring appointee Notice of Appointment statements for an appointed body to  
22 include the following information:

- 23 • Previous service as a member of a commission or board;  
24 • Political activity, including service as an officer, employee, consultant, or volunteer for  
25 a political party or campaign committee;

- Lobbying activity, including contacting any legislative member, legislative staff, or government employee to influence the support or opposition to specific legislation;
- Local political campaign contributions in excess of \$500 per campaign;
- Relevant work or life experience that qualifies the appointee for the commission and reasons for wanting to serve;” and

WHEREAS, Recommendation No. R9.1 states: “By May 1, 2025 the City shall enact an ordinance requiring that within three months of an individual’s initial appointment to a commission or board (including advisory bodies), the individual must undergo training to serve with excellence in the role. This training would be in addition to any other training required by law;” and

WHEREAS, Recommendation No. R9.2 states: “The Jury recommends that the training required by the ordinance described in Recommendation 9.1 be no less than two hours and no more than four hours in length. The ordinance shall designate one or more city departments as responsible for developing and administering the training program. The ordinance could but need not specify components of the training program. In addition to its being required for new commissioners, the program would be available on an optional basis to all commissioners;” and

WHEREAS, Recommendation No. R9.3 states: “By May 1, 2025 the city shall enact an ordinance requiring that commissioners (including advisory body members) participate in an annual performance review program that includes self- and peer-reviews. This ordinance shall designate one or more city departments as responsible for this performance review program;” and

WHEREAS, In accordance with California Penal Code, Section 933.05(c), the Board of Supervisors must respond, within 90 days of receipt, to the Presiding Judge of the Superior Court on Finding Nos. F1, F2, F3, F4, F5, F6, F7, F8, and F9 as well as Recommendation

1 Nos. R1.2, R1.3, R2.1, R2.2, R2.3, R2.4, R2.5, R2.6, R2.7, R3.1, R4.1, R4.2, R4.3, R5.1,  
2 R5.2, R6.1, R7.1, R7.2, R8.1, R9.1, R9.2, and R9.3 contained in the subject Report; now,  
3 therefore, be it

4 RESOLVED, That the Board of Supervisors reports to the Presiding Judge of the  
5 Superior Court that they disagree partially with Finding No. F1 for the following reasons:  
6 multiple departments currently publish lists; including the City Administrator, who publishes a  
7 commissions database; the City Attorney's office, which publishes a list of commissions; and  
8 the Clerk of the Board, which posts a list of commission vacancies as required by the Maddy  
9 Act; however, these lists do not track whether a commission is actively meeting; and, be it

10 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
11 of the Superior Court that they disagree partially with Finding No. F2 for the following reasons:  
12 it is true that there is no specific authority charged with systematically evaluating or reviewing  
13 commissions' performance, although individual appointing bodies may stay up to date on their  
14 appointed commissioners' work and consider commissioner performance, especially in  
15 connection to potential reappointment; and, be it

16 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
17 of the Superior Court that they disagree partially with Finding No. F3 for the following reasons:  
18 the number of advisory bodies does create an administrative burden, but is not  
19 "unnecessary;" and, be it

20 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
21 of the Superior Court that they agree with Finding No. F4; and, be it

22 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
23 of the Superior Court that they disagree partially with Finding No. F5 for the following reasons:  
24 many appointed bodies do not have sunset dates, but many bodies continue to be relevant  
25 (i.e., Police Commission, Health Commission, etc.); and, be it

1 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
2 of the Superior Court that they agree with Finding No. F6; and, be it

3 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
4 of the Superior Court that they disagree partially with Finding No. F7 for the following reasons:  
5 while there is some basic information that can likely be standardized among annual reports,  
6 the diversity of purposes for each commission or advisory body requires some flexibility for  
7 each commission on the format and timing of their reports; and, be it

8 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
9 of the Superior Court that they agree with Finding No. F8 for the following reasons: people  
10 who apply or are nominated to commissions do not currently have to file a disclosure of  
11 political donations, affiliations, or lobbying activity with their applications, which obscures  
12 political activity in the appointment process; and, be it

13 FURTHER RESOLVED, That the Board of Supervisors reports to the Presiding Judge  
14 of the Superior Court that they disagree partially with Finding No. F9 for the following reasons:  
15 many commissioners excel in their roles without formal training, but ensuring that  
16 commissioners receive training on rules of order, department processes, and overview of the  
17 city's structure may improve effectiveness overall; and, be it

18 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
19 No. R1.2 requires further analysis for the following reasons: Section 1.57 of the SF  
20 Administrative Code, which requires an online database on appointments and commissions, is  
21 already on the books; in addition, the City Administrator already maintains a database with  
22 much of the information required; however, within six (6) months, the Board of Supervisors  
23 intends to work with the Mayor's Office, City Attorney's office, City administrator's office, Clerk  
24 of the Board, and other relevant departments/bodies to improve on the existing ordinance to  
25

1 ensure that the database reflects active appointed policy bodies with the following information  
2 about each body:

3 (a) Statement of purpose;

4 (b) Effective date;

5 (c) Sunset date (if any);

6 (d) Body's classification as decision-making or advisory, quasi-judicial, associated with  
7 state or federal law;

8 (e) Legal authorization, whether by charter, ordinance, resolution, or by other means;

9 (f) Link to the body's most recent annual report, if applicable;

10 (h) Link to the body's website;

11 (i) Number of members; and

12 (j) Whether they have met in the last year; and, be it

13 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
14 No. R1.3 will not be implemented because it is not warranted or is not reasonable for the  
15 following reasons; as explained in more detail below, any discussion about adding a new  
16 body, including a Commission Oversight Body, should be part of the process that takes place  
17 after the November 2024 election; however, while the Board of Supervisors will not create a  
18 new body, it will partially incorporate this recommendation into the ordinance described in its  
19 response to R1.2, and intends to require that a link to the commissions database be posted  
20 on the websites of any appointing authorities, including the City Attorney's Office, Mayor's  
21 office, and Board of Supervisors; and, be it

22 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
23 No. R2.1 will not be implemented because it is not warranted or is not reasonable for the  
24 following reasons: there is currently a citywide conversation about how we want to approach  
25 the oversight and reduction in city commissions; any proposals to add additional bodies

1 should be folded into whichever process is created following the November 2024 election,  
2 which includes two ballot measures on the subject; and, be it

3 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
4 No. R2.2 will not be implemented because it is not warranted or is not reasonable for the  
5 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
6 recommendation will not be implemented; and, be it

7 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
8 No. R2.3 will not be implemented because it is not warranted or is not reasonable for the  
9 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
10 recommendation will not be implemented; and, be it

11 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
12 No. R2.4 will not be implemented because it is not warranted or is not reasonable for the  
13 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
14 recommendation will not be implemented; and, be it

15 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
16 No. R2.5 will not be implemented because it is not warranted or is not reasonable for the  
17 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
18 recommendation will not be implemented; and, be it

19 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
20 No. R2.6 will not be implemented because it is not warranted or is not reasonable for the  
21 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
22 recommendation will not be implemented; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
24 No. R2.7 will not be implemented because it is not warranted or is not reasonable for the  
25 following reasons: the Board cannot conduct a meaningful analysis of whether additional

1 funding is necessary until it understands the full extent of the changes to commissions that will  
2 be proposed and adopted following the processes resulting from the November 2024 election;  
3 and, be it

4 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
5 No. R3.1 will not be implemented because it is not warranted or is not reasonable for the  
6 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
7 recommendation will not be implemented; and, be it

8 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
9 No. R4.1 will not be implemented because it is not warranted or is not reasonable for the  
10 following reasons: there is currently a citywide conversation about how we want to approach  
11 the oversight and reduction of city commissions; any proposals to reduce the size of all  
12 commissions should be folded into whichever process is created following the  
13 November 2024 election, which includes two ballot measures on the subject; and, be it

14 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
15 No. R4.2 will not be implemented because it is not warranted or is not reasonable for the  
16 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
17 recommendation will not be implemented; and, be it

18 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
19 No. R4.3 will not be implemented because it is not warranted or is not reasonable for the  
20 following reasons: the COB will not be created for the reasons outlined in R2.1, so this  
21 recommendation will not be implemented; and, be it

22 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
23 No. R5.1 will not be implemented because it is not warranted or is not reasonable for the  
24 following reasons: there is currently a citywide conversation about how we want to approach  
25 the oversight and reduction of city commissions; any proposals for additional ballot measures

1 or ordinances regarding sunset dates should be folded into whichever process is created  
2 following the November 2024 election, which includes two ballot measures on the subject;  
3 and, be it

4 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
5 No. R5.2 will not be implemented because it is not warranted or is not reasonable for the  
6 following reasons: while the Clerk of the Board already notifies commissions and the City  
7 Attorney's office about commissions and advisory bodies that are close to sunseting as a  
8 courtesy, the authorizing authority for several commissions already directs the City Attorney to  
9 remove the commission on its designated sunset date; and, be it

10 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
11 No. R6.1 will not be implemented because it is not warranted or is not reasonable for the  
12 following reasons: there is currently a citywide conversation about how we want to approach  
13 the oversight and reduction in city commissions; any proposals to standardize names of future  
14 commissions should be folded into whichever process is created following the  
15 November 2024 election, which includes two ballot measures on the subject; and, be it

16 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
17 No. R7.1 will not be implemented because it is not warranted or is not reasonable for the  
18 following reasons: many commissions and advisory bodies already have legal deadlines for  
19 their annual reports that sometimes vary depending on the type of work they do; changes to  
20 existing deadlines for their annual reports should be folded into whichever process is created  
21 following the November 2024 election, which includes two ballot measures on the subject;  
22 and, be it

23 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
24 No. R7.2 will not be implemented because it is not warranted or is not reasonable for the  
25 following reasons: the Board of Supervisors will incorporate portions of Appendix D into its

1 legislation in response to R1.2, including requiring the following information to be posted:  
2 statement of purpose, list of commission members, vacant seats, commission clerk/staff  
3 contact information, and information about when the commission meets; and, be it

4 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
5 No. R8.1 requires further analysis to be completed within six (6) months for the following  
6 reasons: the Board of Supervisors intends to implement this requirement but will need to  
7 perform further analysis within six (6) months to determine how this will be implemented  
8 legally and logistically in light of the various departments involved in running the city's  
9 commissions and the need to expand existing ethics requirements for all  
10 commissioners/appointees; and, be it

11 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
12 No. R9.1 will not be implemented because it is not warranted or is not reasonable for the  
13 following reasons: there is currently a citywide conversation about how we want to approach  
14 the oversight and reduction in city commissions; any proposals to add additional training  
15 requirements should be folded into whichever process is created following the  
16 November 2024 election, which includes two ballot measures on the subject; and, be it

17 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
18 No. R9.2 will not be implemented because it is not warranted or is not reasonable for the  
19 following reasons: while training requirements may be implemented in the future, the nature  
20 and length of the required training should be discussed and adopted as part of the process  
21 that takes place following the November 2024 election; and, be it

22 FURTHER RESOLVED, That the Board of Supervisors reports that Recommendation  
23 No. R9.3 will not be implemented because it is not warranted or is not reasonable for the  
24 following reasons: while performance reviews may be formalized in the future, the nature of  
25

1 performance metrics should be discussed and adopted as part of the process that takes place  
2 following the November 2024 election; and, be it

3 FURTHER RESOLVED, That the Board of Supervisors urges the Mayor to cause the  
4 implementation of the accepted findings and recommendations through her department heads  
5 and through the development of the annual budget.  
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**City and County of San Francisco**  
**Tails**  
**Resolution**

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 240709

**Date Passed:** October 01, 2024

Resolution responding to the Presiding Judge of the Superior Court on the findings and recommendations contained in the 2023-2024 Civil Grand Jury Report, entitled "Commission Impossible? Getting the Most from San Francisco's Commissions"; and urging the Mayor to cause the implementation of accepted findings and recommendations through her department heads and through the development of the annual budget.

September 19, 2024 Government Audit and Oversight Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

September 19, 2024 Government Audit and Oversight Committee - RECOMMENDED AS AMENDED

October 01, 2024 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

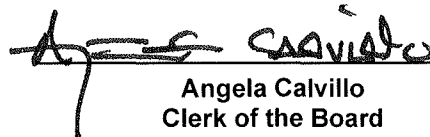
Ayes: 11 - Chan, Dorsey, Engardio, Mandelman, Melgar, Peskin, Preston, Ronen, Safai, Stefani and Walton


October 01, 2024 Board of Supervisors - ADOPTED AS AMENDED

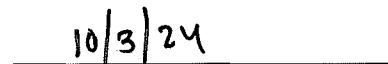
Ayes: 11 - Chan, Dorsey, Engardio, Mandelman, Melgar, Peskin, Preston, Ronen, Safai, Stefani and Walton

File No. 240709

I hereby certify that the foregoing  
Resolution was ADOPTED AS AMENDED on  
10/1/2024 by the Board of Supervisors of the  
City and County of San Francisco.

  
Angela Calvillo  
Clerk of the Board

  
London N. Breed  
Mayor

  
10/3/24  
Date Approved



DAVID CHIU  
City Attorney

August 19, 2024

Hon. Anne-Christine Massullo  
Presiding Judge  
San Francisco Superior Court  
400 McAllister Street, Room 8  
San Francisco, California 94102  
*By mail and email: CGrandJury@sftc.org*

Re: City Attorney Office's response to the June 2024 Civil Grand Jury Report entitled, "Commission Impossible?"

Dear Judge Massullo:

In accordance with Penal Code Sections 933 and 933.05, the City Attorney's Office submits this written response to the Civil Grand Jury Report entitled, "Commission Impossible?" issued in June 2024. The Jury requested that this Office respond to two findings and four recommendations in the report. We understand that other City departments are also responding to the report's findings and recommendations, but we are submitting this response separately because of the unique role this Office plays in advising and monitoring the activities of City boards and commissions.

For Civil Grand Jury findings 1 and 5, you asked that the we either:

1. agree with the finding; or
2. disagree with it, wholly or partially, and explain why.

For Civil Grand Jury recommendations 1.1, 1.3, 1.4, and 5.2, you asked that we report either:

1. The recommendation has been implemented, with a summary of the implementation;
2. The recommendation has not yet been, but will be implemented in the future, with a timeframe for implementation;
3. The recommendation requires further analysis, with an explanation, scope, and parameters of that analysis, and a timeframe for discussion not more than six months from the publication of the grand jury report; or
4. The recommendation will not be implemented because it is not warranted or reasonable, with an explanation.

Accordingly, the City Attorney's Office responds as follows:

**Finding No. 1:** No up-to-date, accurate list of active appointed bodies exists, which impedes government transparency: Most city departments are overseen or advised by one or more

Letter to Hon. Anne-Christine Massullo  
Page 2  
August 19, 2024

commissions and boards. Yet there is no readily available, reliable way to identify all currently active bodies.

**City Attorney's Office Response to Finding No. 1:** Disagree. The City Attorney publishes and regularly updates a list of all City policy bodies established under state and local law. That list is available on our website, at [www.sfcityattorney.org/good-government/list-of-commissions-boards/](http://www.sfcityattorney.org/good-government/list-of-commissions-boards/). Indeed, when the *San Francisco Standard* inquired last year into the number of City commissions, advisory bodies, and departments, the *Standard* reported that Jen Kwart, the City Attorney's Director of Communications and Media Relations, was the "knight in shining armor" who provided the answer based on our Office's comprehensive list.

By way of background, in 2014, the Civil Grand Jury issued a report entitled, "Survey of San Francisco Commission Websites," in which the Jury found that there was "no easy reference to all of the commissions in San Francisco" and recommended that the City Attorney "ensure that there is an annual list of active commissions that is complete and listed alphabetically." In response to that report, the City Attorney posted just such a list on our website in 2014, and we have regularly updated it ever since. The list comprehensively includes all City policy bodies created by the City Charter, City ordinance, or California statute. The list does not include what San Francisco's Sunshine Ordinance refers to as "passive meeting bodies" created by the Mayor or a City agency without legislation because those bodies tend to be more informal and short-lived and because they are not subject to the many procedural rules that state and local laws impose on policy bodies, such as regular meeting schedules, agendas, and opportunities for public comment.

In its 2024 report, the Jury compiled its own list of "active San Francisco boards and commissions." We appreciate the Jury's thorough work to compile that list, which largely overlaps with our own. The Jury's list includes two policy bodies—the Human Rights Commission's LGBTQI+ Advisory Committee and the Long-Term Care Coordinating Committee—that we did not include in the most recent list on our website. Both of those bodies are referenced in City law, but we understand that neither of them has met regularly in the past several years. Still on July 8, for consistency, we updated our website to include both of those bodies. The Jury's list also includes two passive meeting bodies—the Citywide Affordable Housing Loan Committee and the Mayor's Disability Council—that we do not include in our list because they are not policy bodies. And the Jury's list includes the Assessment Appeals Board three times (for Boards 1, 2, and 3). Our list already includes the Assessment Appeals Board, and separate cataloguing is not necessary.

The Jury's report also includes a separate list of 20 bodies that the Jury found are inactive, many of which appear on the City Attorney's list of policy bodies. It is sometimes difficult to determine whether a policy body is truly inactive, no longer intends to meet, and should not be listed. We are currently working with City departments to determine which of these bodies have stopped meeting permanently. We will work with those departments to introduce ordinances to remove any such bodies from the Municipal Codes, unless the bodies are required under the Charter or State law. After the Board of Supervisors and Mayor enact those ordinances, we intend to update our online list to remove those bodies.

**Finding No. 5:** Most appointed bodies have no sunset dates, which affects their relevance and accountability: More than 75 percent of advisory bodies do not have sunset dates despite the guidance in the Board of Supervisors' Rules of Order that all advisory bodies have a sunset date that does not exceed three years.

Letter to Hon. Anne-Christine Massullo  
Page 3  
August 19, 2024

**City Attorney's Office Response to Finding No. 5:** Partially disagree. The Board of Supervisors' Rules of Order require that ordinances creating or reauthorizing policy bodies must include "a sunset clause not to exceed three years." Since the Board adopted that rule several years ago, the three-year sunset rule has become a default provision in most ordinances establishing or extending a policy body. But as to any particular ordinance the Board and Mayor have discretion to make a policy decision whether to establish a longer sunset period or even no sunset period at all. In some instances, the Board and Mayor have determined that allowing a body to exist without a sunset date does not have a negative impact on the body's relevance or accountability. While we agree that it is a best practice to include a reasonable sunset date in any ordinance establishing an advisory body, it is ultimately a judgment call for the Board of Supervisors and Mayor.

**Recommendation No. 1.1:** By October 1, 2024, the City Attorney's Office shall prepare and publish an up-to-date, accurate list of active commissions and other appointed bodies each year. In preparing the list, the City Attorney's Office should consult this report, including especially the list created by this Civil Grand Jury as shown in Appendix A: Active San Francisco Commissions and Boards, and the list of inactive bodies shown in Appendix C: Inactive Bodies.

**City Attorney's Office Response to Recommendation No. 1.1:** As discussed above in response to Finding 1, the City Attorney's Office has already implemented this recommendation.

**Recommendation No. 1.3:** The report referenced in Recommendation 1.1 shall be posted not only on the City Attorney's website, but also on a new Commissions Oversight Body (COB) website (see Recommendation 2.1) or on a city website that is used more frequently by the public to obtain information about city programs and services. Good examples include Los Angeles County and San Diego County.

**City Attorney's Office Response to Recommendation No. 1.3:** The City Attorney's Office has not implemented this recommendation as to posting on another website but will do so within 90 days. Since a new Commissions Oversight Body does not yet exist, the City Attorney's Office will work with the City Administrator to determine an appropriate additional website on which to post the City Attorney's online list of policy bodies.

**Recommendation No. 1.4:** In the event the ordinance referenced in Recommendation 1.2 is not enacted in time to take effect by January 31, 2025, the City Attorney shall prepare and make available to the public by January 31, 2025 an up-to-date, accurate list of appointed bodies.

**City Attorney's Office Response to Recommendation No. 1.4:** As discussed above in response to Finding 1, the City Attorney's Office has already implemented this recommendation.

**Recommendation 5.2:** The Clerk of the Board shall notify the City Attorney six months before a body is scheduled to sunset so that the City Attorney can remove the body from the code if it is sunsetted.

**City Attorney's Office Response to Recommendation No. 5.2:** This recommendation requires further analysis. The City Attorney's Office currently works with the publisher of the Municipal Codes to track when various provisions sunset, and we will continue to do so. The City

Letter to Hon. Anne-Christine Massullo  
Page 4  
August 19, 2024

Attorney' Office will discuss this recommendation with the Clerk of the Board within the next 90 days to determine whether the recommendation is feasible or necessary in light of the system that the City Attorney's Office currently uses to track sunset dates.

Very truly yours,

A handwritten signature in blue ink that reads "David Chiu". The signature is written in a cursive, flowing style.

DAVID CHIU  
City Attorney



August 19, 2024

The Honorable Anne-Christine Massullo  
Presiding Judge, Superior Court of California, County of San Francisco  
400 McAllister Street, Room 008  
San Francisco, CA 94102-4512

Dear Judge Massullo,

In accordance with Penal Code 933 and 933.05, the following is in response to the 2023-2024 Civil Grand Jury Report, *Commission Impossible: Getting the Most from San Francisco's Commissions*. We would like to thank the members of the 2023-2024 Civil Grand Jury for their interest in the City's various appointed commissions, including how they originated, how they operate, and whether they are effective. Your analysis of how to improve the City's appointed commission structure is both timely and important.

The City's commission operations and reporting structure should be transparent and accountable, not just for the appointing bodies, but to all city residents. We welcome your recommendations to ensure standardization across our commissions to improve that transparency. However, systemic improvement of the City's commission structure – including potentially streamlining commission requirements and eliminating or consolidating certain commissions – would be best accomplished through broader Charter reform, which will reflect the interaction of commission changes together with other needed changes to City government.

Executive Directive 24-03 directs the Controller and City Administrator, in coordination with the Board of Supervisors, to conduct a comprehensive review of how to improve service delivery across our city. Through this process, we will examine and incorporate the Jury's findings and recommendations.

We appreciate the opportunity to comment on the Civil Grand Jury report's findings and recommendations. Please note the Office of the City Attorney's response will be included as a separate response but is supported by the Mayor's office.

**A detailed response from the Mayor's Office and the Controller's Office is attached.**

Sincerely,

A handwritten signature in black ink, appearing to read "London Breed".

London N. Breed  
Mayor

A handwritten signature in black ink, appearing to read "Greg Wagner".

Greg Wagner  
Controller

Report Title [Publication Date]	F#	Finding	Respondent Assigned by CGJ [Response Due Date]	Finding Response (Agree/ Disagree)	Finding Response Text
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F1	No up-to-date, accurate list of active appointed bodies exists, which impedes government transparency	Mayor [August 19, 2024]	Disagree wholly	The City Attorney's Office maintains a list of boards and commissions, which has been updated to be comprehensive. Additionally, in alignment with the Maddy Act, the Clerk of the Board maintains an annual list of bodies, positions, and their requirements, along with a list of any current vacancies among those commissions.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F2	It's difficult to evaluate appointed bodies, because no authority systematically reviews their performance	Mayor [August 19, 2024]	Disagree partially	The Mayor's office monitors the activities of many of the various boards and commissions, and can evaluate the effectiveness of those bodies based in accordance with Mayoral priorities. Establishing universal performance metrics would require policy alignment that does not currently exist; indeed, the purpose of the commissions is to openly surface and debate differences in policy outlooks.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F3	The high number of advisory bodies creates unnecessary administrative burdens	Mayor [August 19, 2024]	Agree	
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F4	Unfilled seats can result in canceled meetings, which imposes extra costs and delays decision-making	Mayor [August 19, 2024]	Agree	
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F5	Most appointed bodies have no sunset dates, which affects their relevance and accountability	Mayor [August 19, 2024]	Disagree partially	The Board of Supervisors' Rules of Order require "a sunset clause not to exceed three years" when creating policy bodies as a default provision. However, the Board and the Mayor may determine that a three-year sunset rule is not appropriate, on a case-by-case basis.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F6	The descriptors for commissions are varied and confusing	Mayor [August 19, 2024]	Agree	
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F7	Annual reports vary in content and availability, which greatly undermines their value	Mayor [August 19, 2024]	Disagree partially	Annual reports should be easily accessible by the public. However, while there are benefits to consistency, the City disagrees that any inconsistency in content "greatly undermines" the reports' value, as there are policy reasons for variation in both content and timing.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F8	The appointment process lacks visibility into appointee political activities	Mayor [August 19, 2024]	Disagree partially	The San Francisco Charter requires the Mayor to set forth "the appointee's qualifications to serve and a statement how the appointment represents the communities of interest, neighborhoods and diverse populations of the City and County." Moreover, while the information is not included with appointment or nomination letters, campaign contributions and lobbying activity are publicly reported.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F9	A lack of training and performance reviews hampers commissioner effectiveness	Mayor [August 19, 2024]	Disagree partially	As stated in the above response to Finding 2, it is difficult to establish a uniform standard of efficacy and performance, both across policy areas & commissions as well as policy outlooks. The Mayor monitors her appointees and generally will work with those commissioners to ensure engagement and policy awareness. Nevertheless, additional training on engagement and rules of order may be helpful.

Report Title [Publication Date]	R# [for F#]	Recommendation	Respondent Assigned by CGJ [Response Due Date]	Recommendation Response (Implementation)	Recommendation Response Text
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R1.2 [for F1]	By December 17, 2024 if feasible, or by January 31, 2025 if not feasible, the Board of Supervisors shall pass an ordinance requiring the City Attorney's Office by January 31 of each year to prepare and make available to the public an up-to-date, accurate list of active commissions and other appointed bodies, as described in Recommendation 1.1.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	Additional legislation is not warranted, as the City Attorney's Office currently maintains a list of City boards and commissions and posts it on its website to the best of its ability. There is nothing to suggest that the City Attorney's office does not strive to accurately and completely list those boards and commissions, and the list has been updated to include commissions identified by the Grand Jury.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R1.3 [for F1]	The report referenced in Recommendation 1.1 shall be posted not only on the City Attorney's website, but also on a new Commissions Oversight Body (COB) website (see Recommendation 2.1) or on an city website that is used more frequently by the public to obtain information about city programs and services. Good examples include Los Angeles County and San Diego County.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	The Mayor and the City Attorney will work with the City Administrator to determine any appropriate additional website on which to post the City Attorney's online list of policy bodies. Reflecting the response in R2.1 below, the Mayor does not plan to legislate a Commissions Oversight Body.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.1 [for F2]	By May 1, 2025, the City shall enact an ordinance to create the Commissions Oversight Body (COB), or a body by another name as the Board of Supervisors deems appropriate. This ordinance shall set forth the membership requirements and the duties of the COB.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	While the Mayor agrees that the Commission structure requires some restructuring and streamlining to improve efficacy, a specific Commissions Oversight Body is not warranted. The Mayor has issued Executive Directive 24-03, convening a working group to include the City Attorney, City Administrator, City Controller, and Board of Supervisors in order to study, recommend, and implement good government Charter reform to increase the efficacy government and improve delivery of services. These will include an overhaul in commission structures.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.2 [for F2]	The ordinance described in Recommendation 2.1 shall set forth the membership requirements of the COB as follows: a) One representative from the Controller's Office, who will chair the COB. The Controller's Office shall provide the professional expertise and administrative assistance necessary to support the COB's duties. b) One representative from the Mayor's Office. c) One representative from the Office of the Clerk of the Board of Supervisors. d) Four residents of San Francisco who do not work in city government, who are not members of any commission or board, and whose professional experience or civic participation qualify them for this role. The Controller, Mayor, Board of Supervisors and City Attorney shall each appoint one of these residents, with no confirmation requirement.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	As reflected in response to R2.1, the Mayor does not plan to legislate a COB. However, the process laid out in ED 24-03 is similar in that it the mandated Working Group will include City Attorney, City Administrator, City Controller, Board of Supervisors, and other relevant departments.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.3 [for F2]	The ordinance described in Recommendation 2.1 shall require the COB, by June 30 each year, to i) evaluate all appointed bodies on the list that will be issued by the City Attorney per Recommendation 1.1, and ii) produce an annual report containing the COB's evaluations and recommendations pertaining to all commissions (COB Annual Report) that shall be forwarded to the Board of Supervisors and the Mayor for further action.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	As reflected in response R2.1, the Mayor does not plan to legislate a COB. The process mandated by ED 24-03 will evaluate and make recommendations for improvement, and may recommend a process for ongoing oversight. However, ongoing reporting as proposed will require considerable time and cost, as evaluation rubrics should be tailored to each commission given the considerable variability of the City's commissions structures, responsibilities, and authority.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.4 [for F2]	For each appointed body to be evaluated per Recommendation 2.3, the ordinance described in Recommendation 2.1 shall require the COB to collect and include the following information in the annual report: a) Statement of purpose b) Effective date c) Sunset date (if any) d) Body's classification as decision-making or advisory, quasi-judicial, associated with state or federal law e) Legal authorization, whether by charter, ordinance, resolution, or by other means f) Appointing authority g) Summary of the body's key actions and accomplishments h) Link to the body's most recent annual report, if applicable i) Link to the body's website j) Number of members k) Number of required meetings per year l) Number of actual meetings m) Number of canceled meetings n) The number of board or commission member self- and peer-reviews completed o) Number of vacancies	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	As reflected in response to R2.1, the Mayor will not convene the COB as described, and will not issue an annual report on commissions. The proposed information is available through the Maddy Act report, issued by the Clerk of the Board, and through the minutes of individual Commissions. Centralized evaluation of Commission "metadata" does not clearly lead to improved oversight of the overall system.

Report Title [Publication Date]	R# [for F#]	Recommendation	Respondent Assigned by CGJ [Response Due Date]	Recommendation Response (Implementation)	Recommendation Response Text
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.5 [for F2]	For each appointed body to be evaluated per Recommendation 2.3 and 2.4, the ordinance that is described in Recommendation 2.1 shall require the COB to recommend changes (if any) regarding the appointed body, to the Board of Supervisors and the Mayor, and to other entities as necessary to implement these recommendations. These recommendations can include, but are not limited to, a recommendation to remove members of a body, abolish the body, or retain the body with changes to its composition, duties, authority, meeting requirements, and sunset date.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	See Response to R2.1 above.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.6 [for F2]	The ordinance described in Recommendation 2.1 shall require the COB to evaluate advisory bodies annually, and to evaluate all other bodies every three years, with the option to do so on a rotating basis (evaluating about one-third of such bodies in year 1, one-third in year 2, and one-third in year 3).	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	See Response to R2.1 above.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.7 [for F2]	The Mayor's Office shall include funding in the fiscal 2025 budget for additional staff or other resources, as needed, for the Controller's Office to perform the duties required by the COB as described in Recommendation 2.2	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	See Response to R2.1 above.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R3.1 [for F3]	The ordinance described in Recommendation 2.1 shall require that for each appointed body, the COB recommend retaining, abolishing, or merging with another appointed body, as part of the evaluation process described in Recommendations 2.3, 2.4, and 2.5. To aid in making its initial recommendations, the COB shall review Appendix B: Abolish or Retain.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	See Response to R2.1 above.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R4.1 [for F4]	The City shall enact an ordinance limiting the membership of new decision-making bodies to 7 members or fewer and limiting the membership of new advisory boards to 11 members or fewer.	Mayor [August 19, 2024]	Requires further analysis	This recommendation will be considered as part of the the Charter Reform process laid out in ED 24-03 and associated study of commission structures.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R4.2 [for F4]	The ordinance described in Recommendation 2.1 shall require the COB to recommend reducing the size of all existing commissions and boards according to Recommendation 4.1.	Mayor [August 19, 2024]	Requires further analysis	This recommendation will be considered as part of the the Charter Reform process laid out in ED 24-03 and associated study of commission structures.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R4.3 [for F4]	The ordinance described in Recommendation 2.1 shall require the COB to develop guidelines for simplifying and streamlining the criteria for who can serve on commissions and boards.	Mayor [August 19, 2024]	Requires further analysis	This recommendation will be considered as part of the the Charter Reform process laid out in ED 24-03 and associated study of commission structures.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R5.1 [for F5]	By May 1, 2025, the City shall enact an ordinance or propose a ballot measure to codify a sunset date that does not exceed three years for all advisory bodies for which it has the authority to pass such an ordinance or propose such a ballot measure. If passed, this law shall apply immediately to advisory bodies that currently have no sunset date. For advisory bodies with a sunset date, this law shall apply if or	Mayor [August 19, 2024]	Requires further analysis	This recommendation will be considered as part of the the Charter Reform process laid out in ED 24-03 and associated study of commission structures.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R6.1 [for F6]	By May 1, 2025, the City shall enact an ordinance or policy to standardize the names of future commissions and other appointed bodies. The Jury recommends the following naming conventions and recommends that the Board of Supervisors present the text of the ordinance or policy to the COB for approval: a) Commission or Board for a decision-making body, for example, Film Commission or Assessment Appeals Board. b) Advisory Committee or Task Force for an advisory body. For example, Advisory Committee for bodies with a broad scope that have a longer duration (Bicycle Advisory Committee) and Task Force for bodies with a narrow scope and shorter duration (Permit Prioritization Task Force).	Mayor [August 19, 2024]	Has not yet been implemented but will be implemented in the future	The City shall develop such a policy in coordination with the process laid out in ED 24-03.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R7.1 [for F7]	By May 1, 2025, the Board of Supervisors shall amend Administrative Code Section 1.56 requiring appointed bodies to submit annual reports as follows: a) Annual reports shall be submitted to the COB for its review by March 31 of the following year. b) Annual reports shall include the information specified in Appendix D: Annual Report Requirements.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	As reflected in response R2.1, the Mayor will not convene the COB as described. Specific standardized information recommended for annual reports will be considered through the process laid out in ED 24-03.

Report Title [Publication Date]	R# [for F#]	Recommendation	Respondent Assigned by CGJ [Response Due Date]	Recommendation Response (Implementation)	Recommendation Response Text
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R7.2 [for F7]	If the COB is not enacted, the Board of Supervisors shall amend Administrative Code Section 1.56 requiring appointed bodies to submit annual reports as follows: a) Annual reports shall be submitted to the COB for its review by March 31 of the following year. b) Annual reports shall include the information specified in Appendix D: Annual Report Requirements.	Mayor [August 19, 2024]	Requires further analysis	As reflected in response R2.1, the Mayor will not convene the COB as described. Specific standardized information recommended for annual reports will be considered through the process laid out in ED 24-03.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R8.1 [for F8]	By May 1, 2025 the City shall enact an ordinance requiring appointee Notice of Appointment statements for an appointed body to include the following information: a) Previous service as a member of a commission or board; b) Political activity, including service as an officer, employee, consultant, or volunteer for a political party or campaign committee; c) Lobbying activity, including contacting any legislative member, legislative staff, or government employee to influence the support or opposition to specific legislation; d) Local political campaign contributions in excess of \$500 per campaign; e) Relevant work or life experience that qualifies the appointee for the commission and reasons for wanting to serve.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	Compiling this information, much of which is already publicly available, will increase the difficulty and time necessary for making appointments and nominations, ultimately slowing deliberative processes and potentially leading to longer vacancies.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R9.1 [for F9]	By May 1, 2025 the City shall enact an ordinance requiring that within three months of an individual's initial appointment to a commission or board (including advisory bodies), the individual must undergo training to serve with excellence in the role. This training would be in addition to any other training required by law.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	The City agrees that improved baseline training and onboarding protocols would benefit both commissioners and the City. The Mayor's office is willing to coordinate with relevant Commission Secretaries on training and any identified gaps therein. However, an ordinance is not necessary.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R9.2 [for F9]	The Jury recommends that the training required by the ordinance described in Recommendation 9.1 be no less than two hours and no more than four hours in length. The ordinance shall designate one or more city departments as responsible for developing and administering the training program. The ordinance could but need not specify components of the training program. In addition to its being required for new commissioners, the program would be available on an optional	Mayor [August 19, 2024]	Has not yet been implemented but will be implemented in the future	See Response to R9.1 above.
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R9.3 [for F9]	By May 1, 2025 the city shall enact an ordinance requiring that commissioners (including advisory body members) participate in an annual performance review program that includes self- and peer-reviews. This ordinance shall designate one or more city departments as responsible for this performance review program.	Mayor [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	See Response to R9.1 above. No ordinance is necessary. The added cost in time and money that would be implicated by annual performance reviews outweighs the possible benefits, and other important commission business could be delayed because of the time necessary to complete this process.

Report Title [Publication Date]	F#	Finding	Respondent Assigned by CGJ [Response Due Date]	Finding Response (Agree/ Disagree)	Finding Response Text
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	F2	It's difficult to evaluate appointed bodies, because no authority systematically reviews their performance	CON [August 19, 2024]	Disagree partially	The Mayor's office is monitors the activities of many of the various boards and commissions, and can evaluate the effectiveness of those bodies based in accordance with Mayoral priorities. Establishing universal performance metrics would require policy alignment that does not currently exist; indeed, the purpose of the commissions is to openly surface and debate differences in policy outlooks.

2023-24 CIVIL GRAND JURY FINDINGS, RECOMMENDATIONS, AND RESPONSES TO FINDINGS AND RECOMMENDATIONS

Report Title [Publication Date]	R# [for F#]	Recommendation	Respondent Assigned by CGJ [Response Due Date]	Recommendation Response (Implementation)	Recommendation Response Text
Commission Impossible? Getting the Most from San Francisco's Commissions [June 20, 2024]	R2.7 [for F2]	The Mayor's Office shall include funding in the fiscal 2025 budget for additional staff or other resources, as needed, for the Controller's Office to perform the duties required by the COB as described in Recommendation 2.2	CON [August 19, 2024]	Will not be implemented because it is not warranted or is not reasonable	See Response to R2.1 from Mayor's Office.