

1 [Administrative Code - Dignity Fund Oversight and Advisory Committee]

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3 **Ordinance amending the Administrative Code to set the structure, functions, terms,**
4 **and administrative support for the Dignity Fund Oversight and Advisory Committee, as**
5 **required by Charter Section 16.128-11, adopted as part of Proposition I at the**
6 **November 2016 general municipal election.**

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

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

15 Section 1. Chapter 5 of the Administrative Code is hereby amended by adding Article
16 XXXIV, consisting of Sections 5.34-1 through 5.34-4, to read as follows:

17 **ARTICLE XXXIV: DIGNITY FUND OVERSIGHT AND ADVISORY COMMITTEE**

18 **SEC. 5.34-1. ESTABLISHMENT OF OVERSIGHT AND ADVISORY BODY.**

19 *Charter Section 16.128-11 establishes the Dignity Fund Oversight and Advisory Committee (the*
20 *“Committee”) to monitor and participate in the administration of the Dignity Fund (the “Fund”) as*
21 *provided in Charter Section 16.128-1 et seq., and to take steps to ensure that the Fund is administered*
22 *in a manner accountable to the community. Section 16.128-11 provides, among other things, for the*
23 *Committee’s composition, Committee members’ respective appointing authorities, timing of initial*
24 *appointments, the minimum number of meetings the Committee must hold each year, and the*
25 *Committee’s creation of a Service Provider Working Group. Sections 16.128-6, 16.128-7, 16.128-8,*

1 and 16.128-11 establish the Committee's duties and responsibilities. Section 16.128-11 also authorizes
2 the Board of Supervisors to provide by ordinance further details regarding the membership, structure,
3 functions, appointment criteria, terms, and administrative and clerical support of the Committee. This
4 Article XXXIV is established under the authority of Section 16.128-11(d).

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6 **SEC. 5.34-2. MEMBERSHIP.**

7 (a) Membership of the Committee is set forth in Charter Section 16.128-11(c). In making
8 appointments to the Committee, the appointing authorities shall endeavor to ensure that the Committee
9 is broadly representative of communities of interest, neighborhoods, and the demographic diversity of
10 the City in terms of ethnicity, race, age, gender, sexual orientation, types of disabilities, and languages
11 spoken. The appointing authorities shall also endeavor to ensure that the Committee includes members
12 who are seniors, adults with disabilities, people with HIV/AIDS, and veterans.

13 (b) Initial terms of Committee members, which shall commence on the date of the first
14 meeting of the Committee, shall terminate on January 31, 2019. Thereafter, terms of Committee
15 members shall be two years, commencing on February 1 of odd-numbered years.

16 (c) Committee members shall serve at the pleasure of their respective appointing authorities
17 and may be removed by their appointing authority at any time. Whenever a member appointed by
18 the Aging and Adult Services Commission, the Advisory Council to the Department of Aging
19 and Adult Services, or the Long Term Care Council vacates the member's seat on his or her
20 appointing body, the member shall automatically vacate his or her seat on the Committee as
21 well.

22 (d) Service on the Committee shall be voluntary and members shall receive no
23 compensation from the City, except that the members who are City employees may receive their regular
24 salaries for time spent on the Committee if they are serving in an official capacity as a City employee.

1 (e) Any Committee member who misses three regular meetings of the Committee within a
2 six-month period without the express approval of the Committee at or before each missed meeting shall
3 be deemed to have resigned from the Committee 10 days after the third unapproved absence. The
4 Committee shall inform the member's appointing authority of each such resignation, and the
5 appointing authority shall appoint a successor to that seat.

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7 **SEC. 5.34-3. ADMINISTRATIVE AND TECHNICAL SUPPORT.**

8 Consistent with Charter Section 16.128-4(h), the Department of Aging and Adult Services shall
9 provide administrative and technical support to the Committee. The Department shall also provide
10 administrative and technical support to the Service Provider Working Group required by Charter
11 Section 16.128-11.

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13 **SEC. 5.34-4. MEETINGS AND PROCEDURES.**

14 (a) There shall be at least 10 days' notice prior to the Committee's inaugural meeting.

15 (b) The Committee shall elect its officers and may establish bylaws and rules for its
16 organization and procedures.

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18 Section 2. Effective Date; Retroactivity. This ordinance shall become effective 30 days
19 after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns
20 the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the

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1 Board of Supervisors overrides the Mayor's veto of the ordinance. This ordinance shall be
2 retroactive to January 1, 2017.

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5 APPROVED AS TO FORM:
6 DENNIS J. HERRERA, City Attorney

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8 By: _____
9 JON GIVNER
10 Deputy City Attorney

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