

1 [Administrative Code - Biennial Food Security and Equity Report]

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3 **Ordinance amending the Administrative Code to direct the Department of Public Health**
4 **to report biennially on food security and equity, with input from other departments.**

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

9

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

11

12 Section 1. The Administrative Code is hereby amended by adding Chapter 59A,
13 consisting of Sections 59A.1, 59A.2, and 59A.3, to read as follows:

14 **CHAPTER 59A: FOOD SECURITY AND EQUITY REPORTS**

15 **SEC. 59A.1. PURPOSE AND INTENT.**

16 *This Chapter 59A is intended to codify a method for the Department of Public Health to collect*
17 *and aggregate data related to food security and health equity from other City departments and then*
18 *publish a biennial report based on that data. The report is intended to identify the populations in the*
19 *City that are food insecure; that are receiving City food-related services, whether those services*
20 *address health, racial, geographic, age, or other inequities; and what barriers to food security exist. If*
21 *the City establishes a program of grant-supported food empowerment markets, the report is also*
22 *intended to inform the Human Services Agency in its implementation and awarding of grants under*
23 *such a program.*

24 **SEC. 59A.2. FOOD SECURITY AND EQUITY REPORTS.**

25

1 (a) **Biennial Report.** The Department of Public Health (“DPH”) shall publish a Food Security
2 and Equity Report (“Biennial Report”) by October 1, 2023, and by October 1 every second year
3 thereafter. The Biennial Report shall contain information and analysis on food security and equity in
4 the City, as detailed in subsection (d).

5 **(b) Reporting Departments and Other Reporting Entities.**

6 (1) DPH shall work in collaboration with the Department of Children, Youth, and Their
7 Families, Department of Disability and Aging Services, Department of Benefits and Family Support,
8 Department of Homelessness and Supportive Housing, Office of Early Care and Education, First 5 San
9 Francisco, Recreation and Parks Department, Human Rights Commission, Municipal Transportation
10 Agency, Planning Department, Department of the Environment, Office of Economic and Workforce
11 Development, Office of the Controller, Office of Contract Administration, and Treasurer & Tax
12 Collector (the “Reporting Departments”) to collect data and publish the Biennial Report.

13 (2) DPH ~~may~~shall request data from the San Francisco Unified School District and the
14 San Francisco Housing Authority and include such data in the Biennial Report, as outlined in
15 subsections (c) and (d). If either entity provides such data, that entity shall be considered a Reporting
16 Department for purposes of this Section 59A.2.

17 (3) DPH may request data from other relevant entities, including, for example, grantees
18 of any food empowerment markets established by the City pursuant to Administrative Code Section
19 10.100-72 and City-funded community-based organizations.

20 **(c) Data Collection.**

21 (1) DPH shall provide a preliminary data set on health conditions and health
22 disparities of City residents (“Preliminary Data Set”) to the Reporting Departments. The Preliminary
23 Data Set shall include data on relevant social conditions and defined group conditions and, to the
24 extent feasible, such data shall be disaggregated by race, ethnicity, and sexual orientation and gender
25 identity. Relevant social conditions include, by way of example but not limitation, poverty and

1 malnutrition. Defined group conditions include, by way of example but not limitation, hypertension
2 and other cardiovascular diseases, low birth weight, diabetes, weight, mental health conditions, and
3 dietary intake.

4 _____ (2) DPH shall develop and provide a food program data framework (“Food Program
5 Data Framework”) to the Reporting Departments. The Food Program Data Framework shall provide
6 Reporting Departments with guidelines for applying the Preliminary Data Set to programs or
7 initiatives within each Reporting Department and a format for the Reporting Departments to send
8 relevant data, reports, and recommendations to DPH. The Food Program Data Framework should
9 include at least the following: available descriptors of the population served (such as household size
10 and household income), funding for food-related programs (including from federal, state, and City
11 grants or funds), racially disaggregated enrollment in food programs, service volumes, and geographic
12 distribution of program services. DPH may include other information in the Food Program Data
13 Framework as it deems appropriate, and may request the Reporting Departments to provide
14 information as a narrative report, a data set, or other appropriate response.

15 _____ (3) After receiving the Preliminary Data Set and Food Program Data Framework, the
16 Reporting Departments shall apply the Preliminary Data Set to applicable programs or initiatives
17 within their departments as prescribed in the Food Program Data Framework. Applicable programs
18 or initiatives include those that provide a food- or nutrition-related service or food- or nutrition-related
19 income support. Each Reporting Department shall develop a food security data set (“Food Security
20 Data Set”) in alignment with the Food Program Data Framework using existing data from each
21 Reporting Department. Nothing in this Section 59A.2 shall be construed as mandating additional or
22 new data collection by a Reporting Department beyond data a department already collects. Within 120
23 days after receiving the Preliminary Data Set and Food Program Data Framework, each Reporting
24 Department shall submit its Food Security Data Set to DPH. DPH may answer inquiries from and

1 assist any Reporting Department during development of each department's Food Security Data Set to
2 help that department meet the requirements and intent of this Section 59A.2.

3 (d) **Biennial Report Contents.** DPH shall incorporate into the Biennial Report each Reporting
4 Department's Food Security Data Set and the Biennial Report shall address, to the extent feasible, at
5 least the following:

6 _____ (1) Information describing the current state of food insecurity in the City with
7 demographics and analysis of household need, including, at a minimum, (A) household income and
8 self-sufficiency, (B) population-level food insecurity estimates, (C) results of standardized food security
9 screenings in public agencies and community programs, (D) analysis of health disparities for which
10 nutrition is critical, and (E) data from residents experiencing food insecurity on their needs and their
11 experience with city-funded programs.

12 _____ (2) Information describing food-related programs or services delivered to City residents
13 by federal, state, and local governments and private entities. Examples of such information include
14 financial resources (such as CalFresh, WIC, food vouchers, and income support); food access services
15 (such as free dining rooms, food pantries, school meals, and congregate and home-delivered meals);
16 and related services (such as nutrition education).

17 _____ (3) Analysis of system infrastructure to support food security, including information and
18 referral systems, community food infrastructure (including, for example, kitchens in housing units, food
19 storage, transportation, and workforce), and urban agriculture.

20 _____ (4) Analysis of health and other inequities as applied to food security programs.

21 _____ (5) Recommendations for policies, programs, and budget from DPH, the Reporting
22 Departments, and the Food Security Task Force (established in Article X, Chapter 5 of the
23 Administrative Code) to address food insecurity, gaps in resources, and system infrastructure, to
24 address health, racial, geographic, age, and other inequities.

1 DPH may include additional information, such as Supervisorial district-level data, as
2 appropriate, in the Biennial Report. The Office of Economic Workforce Development shall contribute
3 to the Biennial Report an analysis of economic development potential of community food system and
4 food security initiatives.

5 (e) **De-Identified Information.** The Biennial Report shall present information in de-identified
6 form to protect the privacy of individuals whose data are included. Data collected and shared between
7 the Reporting Departments and DPH necessary for preparation of the Biennial Report shall be
8 confidential as between the Reporting Departments and DPH to the extent required by law.

9 (f) **Food Security Task Force.** The Food Security Task Force shall consult with DPH to
10 review the Food Security Data Sets received from the Reporting Departments and develop
11 recommendations for inclusion in the Biennial Report, and shall assist DPH in preparation and
12 presentation of the Biennial Report to the Board of Supervisors and the Mayor, as specified in
13 subsection (h). The Food Security Task Force may assist DPH in collecting data from non-City entities
14 for inclusion in the Biennial Report.

15 (g) **Office of Racial Equity.** The Office of Racial Equity shall assist DPH in preparation of the
16 Biennial Report by coordinating with the Office of Contract Administration to identify contracts and
17 grants with community-based organizations that provide City-funded food security programs and
18 services and request data from those community-based organizations. To the extent feasible, the Office
19 of Racial Equity may provide the Food Program Data Framework to the community-based
20 organizations or otherwise solicit data from the community-based organizations that address the
21 contents of the Biennial Report listed in subsection (d) and as determined by DPH. The Office of
22 Racial Equity shall assist DPH in preparation of the Biennial Report based on any data received from
23 the community-based organizations.

24 (h) **Presentation to Board of Supervisors and Mayor.** DPH shall present the Biennial Report
25 to the Board of Supervisors and the Mayor, along with any recommendations for legislation or other

