

AGENDA
Thursday, March 24, 2005; 2:00 - 4:00pm
City Hall, Room – 278
1 Dr. Carlton B. Goodlett Place, SF CA 94102

Welcome/ Roll Call/ Determine if a quorum is present (2 minutes)

Chair/Secretary

Committee Housekeeping Items: (5 minutes)

All

- Approval of minutes (read prior to meeting)
- Request for proofing of member data for Secretary
- Modifications to today's agenda?
- Suggested change of dates for future scheduled meetings?

Review of ATF extension process schedule (8 minutes)

Chair

- Before April Planning Comt. mtg. of 4/6/05:
Drafting ordinance for Supervisor Maxwell to introduce with new sunset date and reduced number of voting seats; summarizing justification in short addendum. (Karen and Anjali to generate)
- During April: Scheduled visits with Board members to orient/reorient them to ATF, annual report, committee legislative and policy initiatives, and proposed ATF extension legislation; (Anjali to arrange; all members invited to participate--goal for one person per comt. at each mtg.)
- April 6th: Planning Comt. accepts draft ordinance; subsequently mailing to share draft extension ordinance with members (Tirtza)
- April 25th: Full ATF offered resolution at April meeting to accept or amend extension ordinance as drafted (Karen and Anjali to generate)
- May: Gaps in stakeholder representation identified and recruited (Julie as lead person);
- June: ATF members reapply to fill ATF seats scheduled for reappointment by Rules Comt. in June. (yourself); ATF sunset date and renewal

World Asthma Day focus defined by Planning Committee (15 minutes)

Chair and
Anjali

- Before April Planning Comt. mtg. of 4/6/05
Convene group of all interested parties to brainstorm public service announcement ideas with media consultants (Anjali)
- April 6th: Planning Comt. accepts draft storyboard; authorizes media consultants to proceed with PSA development;
- April 25th: Full ATF offered preview of PSA
- May 5th: World Asthma Day release of PSA and press release

ATF focus on identifying specific Board of Supervisor follow-ups for legislative action, funding priorities or city policies. This month's ATF development topic: City budget process (20 minutes)—guest presenter

Guest
presenter

Committee/Advocacy Coordinator Reports (10 min each; 40 min total)

All

- a. Clinical (10 min)
- b. Schools and Childcare (10 min)
- c. Environmental (10 min)
- d. Planning Committee Report (5 min) – (Enclosed)
- e. Advocacy Coordinator's Report (5 min)

Traditional committee report (suggested 5 min):

- Update on strategic plan policy advocacy efforts
- Important dates for participation/ future coordination

Suggested additions to committee report (suggested 5 min):

- Justification for extension prepared?
- Potential legislative actions discussed?
- Potential funding priorities discussed?
- Issues for full ATF or cross-committee coordination?
- Requests for expertise or new members?

Request for items to be discussed in Planning Committee? (5 min)

All

Required Sunshine Task Force video training for Board-appointed committees and task forces; members must sign off on receipt of training (20 minutes) Chair and Secretary

Introduction of Resolutions and Task Force Actions (There are no resolutions presented this month for consideration.) All

Public Comment (5 minutes) Open to the public
Announcements Time as needed

Adjourn All

Copies of all documents referred to in the agenda and distributed at the meeting are available during working hours c/o DPH Children's Environmental Health Promotion, 1390 Market Street, Suite 230, and will be available at the meeting.