Sugary Drinks Distributor Tax Advisory Committee  
Subcommittee: Community Input Draft Minutes  

Friday, September 21, 2018  
1:00pm-3:00pm  
25 Van Ness Avenue, 5th floor conference room  
San Francisco, CA 94102  

Please note that public comment will be held after every agenda item. If a member of the public would like to comment on a topic that is not on the agenda, they may do so during general public comment at the start of the meeting. Please see the Notes section of this document for additional information about public comment.

Order of Business:

1. **Call to Order and Roll Call** – 3 min  
   Meeting Attendees: Marianne Szeto, Vanessa Bohm, Kent Woo, Janna Cordeiro, Ryan Thayer, Valerie Lua (RDA)  
   Guests: Krystle Sims-Cameron (510media)

2. **Approval of Agenda** [Action] - 2 min  
   - The agenda is approved unanimously

3. **General Public Comment** - 5 min  
   *This item allows members of the public to comment generally on matters within the SDTACC Subcommittees’ purview that are not on the agenda.*  
   - No public comment

4. **Finalize Mission Statement** [Action] – 20 min  
   *Complete and vote to finalize the subcommittee’s purpose and mission statement.*  
   - **Mission Statement:** To ensure that meaningful community engagement opportunities are fully integrated throughout the work of the SDDTAC, so that impacted populations can inform the decisions of the full committee.  
   - Motion to approve finalized version of mission statement is approved unanimously.
5. **Report Out on Town Halls** - 30 minutes

*Present updates about DPH Town Halls.*

- Members presented updates about the town halls they attended and provided feedback on the process.
  1. Members gave positive feedback to RDA and DPH for streamlining the process and making it engaging
  2. They believed there was not enough time to promote the town halls
  3. The large turn-out for the town halls, at the SF Main Library and Hamilton Recreation Center, were highlighted as especially successful
  4. Members were impressed by the amount of youth involvement at Hamilton Rec Center
  5. One of the questions during the group discussions was believed to be confusing for some and a suggestion was made to frame it differently
  6. Participants responded well to the question that asks what success looks like for the SDD Tax
  7. A request was made to include the mayor’s recommendations for the SDD Tax in the town hall handouts
  8. Feedback was given to keep the introductions short during the town halls
  9. Principal at Chinese Education Center felt that it would be better to facilitate the Chinatown Town Hall in English with Cantonese and Mandarin interpreters given that many community-based organizations may attend
  10. KTVU provided short TV coverage of the town hall at Hamilton Rec Center, and advertised the town hall in Chinatown

6. **Add to and Refine Subcommittee Work plan**—

   *Identify subcommittee tasks that align to the milestones within the current draft of SDTAC work plan.*

   - Members unanimously approve motion to table this item due to time constraints

7. **Begin Outline for Annual Report**—

   *Document any new or existing community input and begin planning community input section of annual report.*

   - Members unanimously approve motion to table this item due to time constraints

8. **Discuss Communication Plan and SDTAC Messaging**— 55 minutes

   *Preliminary discussion and identification of key points for future messaging.*

   - Krystle Sims-Cameron, a representative from 510media, joined the subcommittee meeting to share the talking points that were drafted for the SDTAC.
1. Members provided feedback on the content and language of the talking points
2. 510 Media was asked to change the language to be more community-facing

9. Plan October Agenda – 5 minutes

*Identification of new business items to be included in October meeting agenda.*

- The agenda items for the subcommittee meeting in October are as follows:
  1. Call to Order and Roll Call
  2. Approval of Agenda
  3. General Public Comment
  4. Add to and Refine Subcommittee Work Plan
  5. Begin Outline for Annual Report
  6. Allocation of School-Based CBO Grants to Work with School-Based Organizations
  7. Plan November Agenda
  8. Adjourn

10. Adjourn

PUBLIC COMMENT

General Public Comment: At this time, members of the public may address the SDDTAC Advisory Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee but do not appear on the agenda.

With respect to agenda items, the public will be given an opportunity to address the Committee when the item is reached in the meeting. Each member of the public may address the Committee for up to three minutes.

The Brown Act forbids a Committee from taking action or discussing any item not appearing on the posted agenda, including those items raised at Public Comment. In response to public comment on an item that is not on the agenda, the Committee is limited to:

- Briefly responding to statements made or questions posed by members of the public, or
- Requesting staff to report back on a matter at a subsequent meeting, or
- Directing staff to place the item on a future agenda. (Government Code Section 54954.2(a).) 10.

Each action item will hold public comment before a vote is made

Explanatory documents are available at the 25 Van Ness Ave, Suite 500 during regular business hours. If any
materials related to an item on this agenda have been distributed to the SDDTAC after distribution of the agenda packet, those materials are available for public inspection at the address above during normal business hours.

RINGING AND THE USE OF CELLPHONES
The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
Government’s duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review. For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact: Sunshine Ordinance Task Force 1 Dr. Carlton B Goodlett Place Room 244, San Francisco, CA 94102 Phone: 415-554-7724, Fax: 415-554-5784; Email: sotf@sfgov.org Copies of the Sunshine Ordinance can be obtained from the Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City’s website at www.sfgov.org

DISABILITY ACCESS
25 Van Ness is accessible by wheelchair on Van Ness Avenue. The 6th floor is accessible by elevator and room 610 is accessible by a chair lift. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the J, K, L, M, and N (Civic Center or Van Ness Stations). MUNI bus lines serving the area are the 47 Van Ness, 9 San Bruno, and the 6, 7, 71 Haight/Noriega. For more information about MUNI accessible services, please call (415) 923-6142. For information about MUNI services, please call (415) 673-6864. There is accessible parking on Oak Street.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact Christina Goette christina.goette@sfdph.org at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00pm the previous Friday. In order to assist the City’s efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that others may be sensitive to various chemical based products. Please help the City accommodate these individuals.

LOBBYIST ORDINANCE
Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Sections 2.100-2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and website: http://www.sfgov.org/ethics/.

SFDPH | 101 Grove Street, Room 308, San Francisco, CA 94102
## SDDTAC RECOMMENDATIONS for FY 18-19 SDDT REVENUE

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<tr>
<th>Item</th>
<th>Amount</th>
<th>Funding</th>
<th>Department</th>
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<td>DPH/CHEP</td>
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<tr>
<td>School Food, Nutrition Education &amp; Student Led Action</td>
<td>$1,000,000</td>
<td>15.0%</td>
<td>SFUSD</td>
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<tr>
<td></td>
<td>$500,000</td>
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<td>SFUSD</td>
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<td>Food Access</td>
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<td>DPH</td>
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<td>Healthy Retail</td>
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<td>OEWD</td>
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<td>10.0% (5.5% School-based)</td>
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<td>Infrastructure</td>
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<td>Water Access – Public Spaces</td>
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