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
   a. Member Attendees: Janna Cordeiro, Vanessa Bohm, Ryan Thayer
   b. Nonmember attendees: David Klauber, Valerie Lua, Marianne Szeto

2. Approval of Agenda [Action] - 2 min
   a. Agenda approved

3. General Public Comment - 10 min
   This item allows members of the public to comment generally on matters within the SDTACC Subcommittees’ purview that are not on the agenda.
   a. No public comment

   Define the purpose/role, duties, and meeting schedule of the SDDTAC Community Input subcommittee
   a. Members discuss and creates preliminary draft of statement of purpose:
      To ensure that community engagement is integrated fully throughout the work of SDDTAC and that there exists a bi-directional relationship with the targeted/impacted communities.
   b. Members discuss the responsibilities and priorities of the subcommittee moving forward:

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i. Evaluate RFP process and extent to which the intent of the original recommendations are implemented through community input.

ii. Make recommendations to full committee for any needed improvements to next round of recommendations/RFP based on community input.

iii. Ensure that implementing organizations are getting the support they need; as well those who may need support responding to RFP.

iv. Solicit input from the community about SDDTAC recommendations and related processes.

v. Advocate for community engagement activities such as Town Hall meetings; be present at such events and report back to the committee.

vi. Recommend the addition of public engagement component be a part of the RFP process: for each organization to report out to SDDTAC and the public what they have done or what they intend to do.

vii. Oversee strategic outreach

c. Meeting Schedule: possible meeting times
   i. 3rd Friday of the month 1-3pm
   ii. 4th Thursday of the month 1-3pm – check with other members for this day

5. Work Plan [Discussion, Possible Action]- 80 min

   Identify subcommittee tasks that align to the milestones within the current draft of SDDTAC work plan

   a. Members discuss priorities over the next several months and create a preliminary draft of a subcommittee work plan.
      i. September:
         ▪ Finalize subcommittee statement of purpose and duties
         ▪ Discuss observations from Town Halls
         ▪ Document community input and create an outline for report
         ▪ Add to and refine draft of work plan
         ▪ Preliminary discussions about communication plan/messaging
      ii. October:
         ▪ Evaluate the process of the town hall meeting
           • Review RDA’s report-out and make recommendations
           • Were all communities represented?
         ▪ Draft recommendations to full committee regarding future town halls
         ▪ Continue discussion about communications plan
         ▪ Finalize work plan (if needed)
      iii. October or November:
         ▪ Create the outline for the community input process, (write between Dec. and Jan.) draft reviewed in Feb.
      iv. December:
         ▪ Finalize full draft of community input process (with data and recommendations)
      v. December, January, February:
         ▪ Create outreach and communications strategy to engage community
vi. February, March, April:
   ▪ Evaluate awards

6. 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

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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/.

**SDDTAC RECOMMENDATIONS for FY 18-19 SDDT REVENUE**

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<th>Item</th>
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<td>DPH/CHEP</td>
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<tr>
<td></td>
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<td>OEWD</td>
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