



San Francisco Department of Public Health

Greg Wagner
Acting Director of Health

City and County of San Francisco
London N. Breed
Mayor

Sugary Drinks Distributor Tax Advisory Committee Infrastructure Subcommittee

AGENDA & MINUTES

November 20, 2018

2:30 – 4:00 PM

SF Department of Children, Youth & Their Families (DCYF)
1390 Market St. #900, 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.

Order of Business:

1. Call to Order / Roll Call – 5 min

- Meeting called to order, followed by roll call of voting members
 - Roberto Vargas, Rita Nguyen, Michelle Kim, Linda Barnard, Jorge Rivas are present.
- Nonvoting attendees: David Klauber (RDA), Valerie Lua (RDA), Marianne-Szeto (DPH), Christina Goette (DPH) are present.

2. Approval of Previous Meeting Minutes (October 17) – 3 min

- Motion to approve meeting minutes from 10/17 Infrastructure Subcommittee Meeting
 - Meeting minutes are approved unanimously.

3. Review and Consideration of Agenda- 2min

- Motion to approve 11/20 meeting agenda
 - Agenda is approved unanimously by subcommittee members.

4. General Public Comment

- No public comment

5. House Keeping: Updates about ongoing subcommittee work – 10 min

- Status update: Department Survey and Next Steps – 5 min
 - DPH sent survey out to city departments and discussed the results of the surveys that they have received up to this point
 - DPH will reach out to city departments that have not yet completed the survey



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- DPH will complete an analysis of the survey results and present them to the full SDDTAC at the monthly meeting on 12/7
- This analysis will show how these city departments used the SDDT funding they received from the 17/18 funding cycle
- Members discuss the hope to have departments that receive SDDT funding in the future, be prepared to report how they use these funds
- Members discuss using a reporting system/database
 - Members discuss investing in a database to collect information on the outcomes of the Sugary Drink Tax
 - Members discuss the possibility of partnering with other cities that have a sugary drink tax with the creation of a customized database
 - Roberto has spoken to a database developer about this possibility and can provide this contact if there is interest in creating a customized database
 - Explore/discuss options for a CMS reporting system for data collection at the next Infrastructure Subcommittee meeting
- Status update: Media Campaign – 5 min
 - DPH has reviewed the talking points, shared them with the Treasury and Tax Collector, and is awaiting feedback
 - Members discuss how to use the community-based funds that are available for media awareness campaigns
 1. Merchant-level communication
 2. Impact of SDDT funds
 3. Community awareness
 - Members discuss wanting to learn more about the \$122,000 allotted during the 17/18 funding cycle spent on media campaigns in moving forward with 19/20 and 20/21 recommendations
 - Christina to return to discuss how the \$122,000 was spent on media campaigns for the 17/18 funding cycles at the next infrastructure Subcommittee meeting

6. Preparation for March 2019 Report [Action] – 60 min

- Review Mission & Duties for Advisory Committee Process Report (p. 31) – 10 min
 - Jorge brought comments and suggested revisions for the process report
 - Members discuss making the following additions to their duties in the process report
 1. To contextualize the knowledge of city department systems and processes
 2. Provide guidance and adequate infrastructure to ensure coordination across city departments and funded agencies
 - Michelle updates the process report with the following revisions based on discussion during the subcommittee meeting:
 1. Updated mission statement
 2. Updated priorities and duties
 3. Wordsmithing without changing the content
 - Michelle to send out a revised process report to Infrastructure Subcommittee members with a deadline for any edits or feedback by Fri. Nov. 30th



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- **19-20 Funding Recommendations and Report – 20 min**
 - Members receive an update from DPH on Infrastructure reporting needs
 - Community Input Subcommittee asks Infrastructure for some funding to be allocated towards community engagement
 - Members discuss the lack of funding available for evaluation and media campaigns
 - Infrastructure Subcommittee discusses the need for clarity on what the funding for community engagement would entail
 1. Members believe the Community Input Subcommittee would need backbone staffing if they plan to do more outreach (e.g. town halls)
 2. Members also discuss the possibility of using these funds for an additional hire to help with community outreach
 - Members discuss their 19/20 recommendations
 1. Michelle will present to the full committee the following recommendations for the \$450,000 in 19/20 funds, which are tentative based on any changes that may require subcommittee members to revisit these recommendations
 - a. \$200,000 towards Infrastructure
 - b. \$135,000 towards CBO grants
 - c. \$50,000 towards infrastructure for community engagement
 - d. \$25,000 towards public water stations
 - e. \$10,000- \$40,000 towards a consultant for strategic planning/logic model development
- **20-21 Funding Recommendations and Report – 30min**
 - Update Funding Chart
 1. Subcommittee members tentatively accept their 19/20 recommendations for 20/21, with the consideration that there may be changes that could impact this, such as the results from the department survey, updates on data from the Data and Evidence Subcommittee, updates from the tax collector, etc.
 2. Members discuss making sure to allocate funds to the right department when it comes to funding the installment of water stations
 3. Members discuss the \$1 million allocated towards Infrastructure
 4. Members discuss needed funding recommendations for Evaluation and Media campaigns. Suggest taking media funds proportionally out of the rest of the allotted funds
 - a. Increase funding (possibly \$400,000-\$500,000) for a media campaign that focuses on the negative impact of sugary drinks and impact of the tax.
 - b. At least \$200,000 towards evaluation
 5. Members discuss wanting to learn more about the evaluation needs once the grants are released



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7. Rescheduling subcommittee meetings that will start in January – 5 min

- Placeholder on Wed, 1/23
 - Need to validate meeting date again in December

8. Plan December Agenda Meeting (12/19/18) – 5 min

- Location and agenda TBA

9. 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



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report a violation of the ordinance, please contact: Sunshine Ordinance Task Force Administrator
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683,
415-554-7724 (Office); 415-554-7854 (Fax), E-mail: SOTF@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org. Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Family Violence Council/Mayor's Task Force on Anti-Human Trafficking. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Minouche Kandel 415-252-3203, or minouche.kandel@sfgov.org at least 48 hours in advance of the meeting. Late requests will be honored if possible.

DISABILITY ACCESS

Family Violence Council meetings are held in room 617 at 400 McAllister Street in San Francisco. This building is accessible to persons using wheelchairs and other assistive mobility devices.

Mayor's Task Force on Anti-Human Trafficking meetings are held in Room 305 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco. City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances.

Assistive listening devices, American Sign Language interpreters, readers, large print agendas or other accommodations are available upon request. Please make your requests for accommodations to Minouche Kandel (415) 252-3203, or minouche.kandel@sfgov.org. Requesting accommodations at least 72 hours prior to the meeting will help to ensure availability.

LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: sfgov.org/ethics.



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Comparison between SDDTAC Recommendations and Mayor's Allocations

Item	SDDTAC Recommended Amount	SDDTAC Recommended Agency	Mayor's Budget	Mayor's Proposed Agency	Variance	Description of intended purpose from Mayor's Proposed Budget
Community-Based Grants	\$4,680,000	DPH/CHEP	\$3,817,000	DPH		Funding to issue grants to CBOs for programs and services in the following areas (1) Health Education, (2) Physical Activity, (3) Food Access, and (4) a Media/Awareness Campaign.
			\$728,000	SFUSD via DCYF		
			\$4,545,000	<i>Total</i>	-\$135,000	
School Food, Nutrition Education,	\$1,000,000	SFUSD	\$1,500,000	SFUSD via DCYF	\$0	Funding to (1) improve the quality of school meals, (2) support nutrition education, and (3) support student-led efforts to decrease consumption of SSBs and increase awareness around students.
Student Led Action	\$500,000	DPH		SFUSD via DCYF		
Food Access	\$1,000,000	DPH	\$1,035,000	DPH	\$35,000	Healthy Food Purchasing Supplement
Healthy Retail SF	\$150,000	OEWD	\$150,000	OEWD	\$0	Will provide Healthy Store makeovers to 2 additional stores and continue ongoing providing support to 10 stores.
Oral Health	\$1,000,000	DPH	\$550,000	SFUSD via DCYF		Funding to support oral health in schools, including the cost of sealants.
			\$450,000	DPH		Funding for Community Task Forces
			\$1,000,000	<i>Total</i>	\$0	
Infrastructure	\$1,000,000	DPH/CHEP	\$800,000	DPH	-\$200,000	To fund a contract through DPH for facilitation and strategic support for the SDDTAC. Will also support research needs, including purchasing of data, and costs at DPH related to the administration of CBO grant program.
Water Access - SFUSD	\$300,000	SFUSD	\$450,000	SFUSD via DCYF	\$0	One-time for the installation of water refilling stations in schools. Also can be used to purchase refillable water bottles for students.
Water Access - Public Spaces	\$150,000	PUC/DPH				
SF Recreation & Parks	\$520,000	RPD	\$520,000		\$0	program.
HOPE SF Peer Enhancements	\$0	n/a	\$400,000	DPH	\$400,000	Fund training and peer wage increases.
Total	\$10,300,000		\$10,400,000			



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BACKGROUND

Funded Projects (2017/18 funded projects)

For the Fiscal Year 2017/2018 the projected revenue is \$5.8 million, after the removal of mandated baseline spending. The Mayor and Board of Supervisor have allocated certain expenditures from this revenue for the following:

	FY 17-18 Funding (\$/millions)	FY 18-19 Funding (\$/millions)	Description/Notes
Revenue (Sources)	5.8	11.6	This is the amount of revenue after baselines and set asides. Total revenue projected by the Controller is \$7.5M in FY 17-18 (half a year of revenue) and \$15 million in FY 18-19 (a full fiscal year of revenue).
Expenditures (Uses)			
DPH - Community Health Equity & Promotion Branch	2.3	-	Includes funding for the Black/African American Wellness and Peer Leadership (BAAWPL) program, healthy eating & active living programming, active transportation and pedestrian safety program, as well as the Sunday streets program.
Peace Parks & Peace Hoops	0.5	-	Pilot funding for Peace Parks initiative.
Home Delivered Meals	0.5	-	Increased funding for nutritional supports for low-income, disabled, and senior residents.
Healthy Addbacks	2.3	1.2	See addback list for details.
Total Expenditures	5.6	1.2	
Uncommitted Sources Available	0.2	10.4	

After the allocation of these funds by the Mayor and Board of Supervisors, \$200,000 uncommitted revenue was available. The SDDTAC recommendations for expenditure of those funds is in the "Advisory Committee Recommendations" section.

For the Fiscal Year 2018/2019 the projected revenue is \$11.6 million after the removal of mandated baseline spending. The Board of Supervisors have allocated \$1.2 million of the projected revenue for Healthy Addbacks. After the removal of this allocated amount, there are \$10.4 million of uncommitted revenue for the rest of that fiscal year.

Addback Funded with SDDT Fiscal Years 17/18 & 18/19

Program	Department	Description	FY 17-18	FY 18-19
Family Violence Services	WOM	Direct services, training and assistance to improve San Francisco child abuse prevention and intervention services building upon existing Family Resource Centers Initiative	500,000	
Food Security - Congregate Lunch Meals	HSA	Address current waitlist: Daily, hot, nutritious meals for seniors/adults with disabilities	220,000	220,000



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Food Security - Healthy Food Purchasing Supplement	DPH	Maintain current service levels: Vouchers and education to increase consumption and access to nutritious foods by increasing the ability of low income residents to purchase fruits and vegetables at neighborhood vendors and farmers' markets in collaboration with DPH healthy Retail Program.	50,000	50,000
Food Security - Home-Delivered Meals (HDM)	HSA	Address current waitlist: Delivery of nutritious meals, a daily safety-check/friendly interaction to homebound seniors/adults with disabilities who cannot shop or prepare meals themselves. Many providers offer home assessments/ nutrition education/counseling.	477,000	477,000
Healthy Corner Store Retail	ECN	Promoting corner stores and markets to sell healthy Products as opposed to sugary beverages, etc.	60,000	60,000
Medical Assisting and Hospitality Training	ECN	Funding to support Medical Assisting and Hospitality Training	150,000	
Women's Health Rights in the Workplace Policy Coordinator	DPH	New women's health in the workplace outreach coordinator to conduct outreach to businesses and provide trainings on women's health issues	80,000	80,000
Upgrading services for a food pantry in Ingleside/Ocean Avenue	DAS	Renovation and upgrades for a food pantry that serves residents on Ocean Avenue and Ingleside neighborhood	25,000	
Day laborer mental health support in the Mission	DPH	Bilingual Spanish speaking Peer Health Navigator to conduct psycho-social training and individualized support sessions with Day Laborers in the Mission	65,000	
I Am Bayview Marketing Campaign	ECN	Marketing campaign for Bayview merchant corridor	20,000	
Mental health services	MOH	Mental health and trauma counseling services at Vis Valley elementary	50,000	
Resilient Bayview	ADM	Enhancement of existing programming, including free training for residents and non-profits	25,000	
Senior Fitness	HSA	Senior fitness programming at IT Bookman and George Davis	200,000	200,000
Third Street Economic Development	ECN	Development and marketing of Third Street corridor	75,000	
Congregate Meal Program	HSA	Congregate Meal Program A	75,000	75,000
Congregate Meal Program	HSA	Congregate Meal Program B	75,000	75,000
Small Business Support	ECN	1.5 FTE to serve Outer Mission and Broad Randolph business development	115,000	
			2,262,000	1,237,000