



# 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 Community Input Subcommittee

### MINUTES

January 31, 2019

02:30 PM- 04:30 PM

By phone: 563-999-2090; 236527# and at the following locations:  
25 Van Ness Ave, suite 650, 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 / Roll Call/Quorum

Meeting called to order at 2:34pm followed by roll call: Vanessa, Shelley, Joi, Alexandra, Marianne, Christina, and Arletha

2. Approval of November 30<sup>th</sup> 2018 Meeting Minutes

[Discussion] minutes were not voted on last time, there was some concern that there were names identified in the minutes; the plan is to make it higher level on more focused on action/discussion.

[Action] Vanessa motioned to wait to approve these minutes until next month with members who were present at the 11/30/18 meeting. Alexandra seconded. All were in favor.

3. Approval of January 11<sup>th</sup> 2018 Meeting Minute

[Discussion] Similar to the November meeting, voting members who were present for the meeting today were not present at the 1/11 meeting.

[Action] Vanessa motioned to wait to approve these minutes until next month with members who were present at the 1/11/19 meeting. Alexandra seconded. All were in favor.

4. Approval of January 31<sup>st</sup> Agenda

[Action] Joi motion to approve the agenda. Alexandra seconded. All were in favor.

5. General Public Comment - there are no members of the public present at meeting.



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## 6. Housekeeping

Staff shared the following goals for upcoming SDDTAC meetings:

- 1/23/19- committee vote on approve the 2020-2021 recommendations- The full SDDTAC voted to cancel this meeting at the 1/16/19 meeting.
- 2/6/19- vote on recommendations and budget descriptions for 2020-2021: one of the goals will be to review more sections of the report as well; recognizing that there won't be wordsmithing at the full committee meeting. A good hour will be spent on reviewing the DPH data section of the report.
- 2/20/19 review the final report (this is the last full committee meeting)

Review of Vanessa Bohm's Write-up DRAFT

[Discussion]

- Summary: describing her draft; first paragraph needs to be updated due to the change in membership (new Community Input Subcommittee members and members that have resigned). Second paragraph talks about the role of the community input subcommittee; for the roles piece for consistency: Data and Evidence did bullets/list of the duties of the committee. The committee previously came up with a mission statement. Is the role: giving feedback to DPH?
- Suggestions: Add mission to the second paragraph. One question to consider: DPH efforts for gathering community input were for a specific purpose (developing an RFP that was responsive to the community, the info is held by DPH. In the future ideally, the outreach efforts of the committee should be discussed. For example an subcommittee can say the committee is making a recommendation that funding for comm input (line item) would be guided by the SDDTAC community= EXPLICIT input to be funded; the committee voted to put 50k to towards it. We need to figure out what's the best way to recommend how the money is being put into the Rx's. 50k isn't a lot of money.
- How much does it cost for RDA's to do town halls? Strategically 50k seemed like it wasn't enough to cover town halls. If we do it differently, what is the process? How much did the focus groups cost? (focus groups were more efficient; that 50k covered a consultant and 10 focus groups). If that's the model to use great; DPH also heard that we should go to existing meetings; but you may want SOMEONE that will be directed by the committee to do that.
- The full committee needs to be bi-directional. As a larger committee we have to recognize that 50k doesn't support the span of work that needs to be done. (Future engagement needs) Committee discussed convener models previously; we need to discuss effective mechanisms to bridge the bi-directional mechanism.
- How specific does the committee need to be (the narrative vs. the report). There's certain areas where the committee needs to provide more detail. After looking at last year's report: what are the appendices that the community input provided: Data and evidence provided recs and strategies for where the RX's came from. "These are our broad Rx's, and these are our specifics"...



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- If there's an online survey that the community can engage with to get ongoing feedback; quarterly meetings as well (as many people come) this could cut down public comment. People don't always have to come to meetings to give feedback. Suggestion box/survey. This year the committee is making Rx's for moving forward; old strategies can be included (rx for funding) and then you also want to be more specific "recommending money is allocated for the purpose of doing community input" ; if you have specific ideas (for example "surveys/online", conveyors can also drive people to the survey). Everyone is stewards of the committee, and representing different communities. The Rx shouldn't be based off of money; we should also say when and how often (what time of year) it has to be built in strategically. "Is the money coming out quick enough" "what's happening on your side" etc. Suggested timeline: quarterly (data collection, feedback, outreach; the community could be guiding the committee on what to ask to DPH, and vice versa = next year the subcommittees will be synergistic; you'll have data earlier, you'll have evaluation. The goal can be quarterly (data collection and share= it can be all through survey; the feedback can report during coalition meetings i.e. SUSF).
- Community input provided 2 pages of strategy rx on rational and 8 priority strategies with language: if you want more community engagement this is the area where this needs to be build. (Appendix f in the 2018 report).
- Each community input subcommittee member can create work plan (i.e. this quarter I'm going to go to this cbo to share out, next quarter I'll go another cbo, to make sure organizations are receiving feedback and having input); how many times is a member reporting out? One way to do it: have it on the evaluation form= a regular evaluation of the committee meetings= as a committee member, did you hear input/provide input about the tax? (create a table and track it; once a month).
- City attorney said members can participate in community meetings with certain parameters. We're also reporting back nationally, and regionally.
- The youth seat logistics have to be visited again because the student is longer able to sit. The youth commission has to nominate the person; can the committee get the youth commission to nominate someone? There was another person that applied without the nomination. First step is to look at the application to see if the youth commission wants to nominate someone else. The committee can say that we haven't had an adequate way of capturing youth voice. Be transparent, but we have taken measures to include youth input in other ways.
- Previously there was interest in having the Youth Commission speak to the BOS. Another way to capture youth voice is go back to survey.
- At the Feb 6th meeting each subcommittee will present updates to their section; highlights. Vanessa will present that the strategies/rx's the same, but we've updated our mission; bi-directional communication, outline a few rx for future community engagement opps; highlighting a few inputs (larger committee wants to hear about the "50k" guided suggestions/rx)
- Other suggestions: community forums, break out sections; adds visibility to SF work around the soda tax. = this can be part of a comprehensive campaign (community input campaign) RX= ensuring/ that comm input informs impact campaign); utilize those spaces that are already meeting,



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and getting on the agenda's where we could have a "30min" section to formally give out info, and gain info from the audience. So there's always a dual communication (getting and giving).

- We want the recommendations in the draft to be statements.
- We left community engagement at 50k because it was voted on with the 450k. Community engagement can be a part of the bucket.

## 7. 20-21 Funding Recommendations and Report

- Staff Update- Subcommittees (Data and Evidence, Infrastructure) voted to keep the 2020-2021 recommendations the same because it's 2 year rolling budget; they plan to revisit 20-21 recommendations in the future.

[Discussion] Community Input feedback: take into account that organizations that have fiscal sponsors, smaller org's stated that they would rather not to do. But take into account that it's all about how an organization's write their budget. Is this a possibility?

The project management agency could help in this area (setting up budgets). There are ways to talk with the fiscal sponsor, and absorb indirect expenses; there's ways to work around this issue. It should be under the subcommittee input.

How should the committee include the fiscal sponsor feedback? What would the workaround be to guide this conversation?

- Option: a community org can write a letter (joint health equity coalition for example) about fiscal sponsorship. It should come from an organization, not the committee.
- Last year's report on page 35-36 of last year's report (the larger committee should recommend that not the individual subcommittees).

[Action] Joi motioned to keep 2020- 2021 Rx's the same. Alexandra seconded. All were in favor.

## 8. Community Input Subcommittee Meeting Schedule Discussion

- i. Should the committee keep the same meeting schedule set with RDA? Meeting monthly every third Friday at 25 Van Ness 1-3pm Rm 70?
- ii. If the committee decides to keep the same meeting schedule, the next Community Input Subcommittee Meeting will be next month Friday February 15<sup>th</sup> 1-3pm at 25 Van Ness Rm 70.

[Discussion] it depends on what happens on 2/6 meeting. We should keep it for now. Staff will add Alexandra to the subcommittee meetings moving forward as she is sitting on the Community Input Subcommittee officially.

[Action] Alexandra motioned to keep standing meeting on the third Friday at 25 Van Ness from 1-3pm. Joi seconded. All were in favor.

## Announcements



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Vanessa will incorporate edits to draft before the meeting on Wednesday 2/6 and will send out edits prior to the meeting.

Meeting adjourned at **4:30pm**

### Notes

#### **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.

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415-554-7724 (Office); 415-554-7854 (Fax), E-mail: SOTF@sfgov.org



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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](http://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](mailto: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.

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如對會議有任何疑問，請致電[415-252-3203]查詢。當會議進行時，嚴禁使用手機及任何發聲電子裝置。會議主席可以命令任何使用手機或其他發出聲音裝置的人等離開會議場所。

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San Francisco, CA 94102-4683

電話號碼:415-554-7724 ; 傳真號碼415- 554-5163

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### 殘障通路

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Para preguntas acerca de la reunión, por favor contactar el 415-252-3203. El timbrado de y el uso de teléfonos celulares, localizadores de personas, y artículos electrónicos que producen sonidos similares, están prohibidos en esta reunión. Por favor tome en cuenta que el Presidente podría ordenar el retiro de la sala de la reunión a cualquier persona(s) responsable del timbrado o el uso de un teléfono celular, localizador de personas, u otros artículos electrónicos que producen sonidos similares.

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Administrador del Grupo de Trabajo de la Ordenanza Sunshine (Sunshine Ordinance Task Force Administrator)  
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683  
415-554-7724 (Oficina); 415-554-5163 (Fax); Correo electrónico: [SOTF@sfgov.org](mailto:SOTF@sfgov.org)

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documentos explicativos están disponibles al público por Internet en <http://www.sfbos.org/sunshine>; o, pidiéndolas al Secretario de la Comisión en la dirección o número telefónico mencionados arriba.

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Las reuniones del Grupo de Trabajo del Alcalde en Contra del Tráfico Humano (Mayor's Task Force on Anti-Human Trafficking) se llevan a cabo en la Sala 305 de la Alcaldía, 1 Dr. Carlton B. Goodlett Place en San Francisco. La alcaldía es accesible para personas que utilizan sillas de ruedas y otros aparatos de movilidad asistida. Las rampas para sillas de ruedas se encuentran disponibles en las entradas de las calles Grove, Van Ness y McAllister.

Aparatos de asistencia auditiva, intérpretes de Lenguaje de Señas Americano, lectores, agendas con letra grande y otras acomodaciones están disponibles de ser requeridas. Por favor presente sus solicitudes de acomodo ante Minouche Kandel (415) 252-3203, o [minouche.kandel@sfgov.org](mailto:minouche.kandel@sfgov.org). Solicitar acomodaciones por lo menos 72 horas antes de la reunión ayudará a garantizar la disponibilidad de las mismas.

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Ang mga pagpupulong ng Task-Force ng Mayor sa Anti-Trafficking ay ginaganap sa Room 305 sa City Hall, 1 Dr. Carlton B. Goodlett Place sa San Francisco. Ang City Hall ay accessible para sa mga taong gumagamit ng wheelchair at iba pang mga gamit na tumutulong sa pagkilos. Mayroong mga rampa sa mga pasukan sa Grove, Van Ness at McAllister. Ang mga kagamitan sa pagtulong sa pandinig, mga interpreter ng American Sign Language, mga tagapagbasa, mga adyenda na malalaki ang print, at iba pang pangangailangan ay maaaring hilingin. Para humingi ng tulong, tawagan si Minouche Kandel (415) 252-3203, o mag email sa [minouche.kandel@sfgov.org](mailto:minouche.kandel@sfgov.org). Kailangan mag-request ng mga pangangailangan sa hindi bababa sa 72 oras bago ng pagpupulong upang matiyak kung maaaring ipaglingkod ang inyong kahilingan.

### **LOBBYIST ORDINANCE**

Ayon sa San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100], ang mga indibidwal o mga entity na nag-iimpluensiya o sumusubok na mag-impluensiya sa mga lokal na pambatasan o administrative na aksyon ay maaring kailangan mag-register o mag-report ng aktibidad ng lobbying. Para sa karagdagan na impormasyon tungkol sa Lobbyist Ordinance, mangyaring tumawag sa 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](http://sfgov.org/ethics).



# San Francisco Department of Public Health

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Acting Director of Health

City and County of San Francisco  
London N. Breed  
Mayor

## Comparison between SDDTAC Recommendations and Mayor's Allocations

Item	SDDTAC Recommended Amount	SDDTAC Recommended %	SDDTAC Recommended Agency	Mayor's Budget	% of Mayor's Budget	Mayor's Proposed Agency	Variance	Description of intended purpose from Mayor's Budget
<b>Community-Based Grants</b>	\$4,680,000	45%	DPH/CHEP	\$3,817,000	7%	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.
		(7% school-based)		\$728,000	7%	SFUSD via DCYF		
				\$4,545,000	44%	Total	-\$135,000	
<b>School Food, Nutrition Education, Student Led Action</b>	\$1,000,000	15%	SFUSD	\$1,500,000	14%	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.
<b>Food Access</b>	\$500,000	9.6%	SFUSD			SFUSD via DCYF		
<b>Healthy Retail SF</b>	\$1,000,000	9.6%	DPH	\$1,035,000	10%	DPH	\$35,000	Healthy Food Purchasing Supplement
<b>Oral Health</b>	\$150,000	1.4%	OEWD	\$150,000	1%	OEWD	\$0	Will provide Healthy Store makeovers to 2 additional stores and continue ongoing providing support to 10 stores.
<b>Oral Health</b>	\$1,000,000	10.0%	DPH	\$550,000	5%	SFUSD via DCYF		Funding to support oral health in schools, including the cost of sealants.
		(5.5% school-based)		\$450,000	4%	DPH		Funding for Community Task Forces
				\$1,000,000	10%	Total	\$0	
<b>Infrastructure</b>	\$1,000,000	10%	DPH/CHEP	\$800,000	8%	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.
<b>Water Access - SFUSD</b>	\$300,000	4%	SFUSD	\$450,000	4%	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.
<b>Water Access - Public Space</b>	\$150,000	(3% school-based)	PUC/DPH					
<b>SF Recreation &amp; Parks</b>	\$520,000	5%	RPD	\$520,000	5%		\$0	Funding to Rec Park to provide continued support of the Peace Parks program.
<b>HOPE SF Peer Enhancements</b>	\$0	N/A	N/A	\$400,000	4%	DPH	\$400,000	Fund training and peer wage increases.
<b>Total</b>	<b>\$10,300,000</b>	<b>100.0%</b>		<b>\$10,400,000</b>	<b>100%</b>			



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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).
<b>Expenditures (Uses)</b>			
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.
<b>Total Expenditures</b>	<b>5.6</b>	<b>1.2</b>	
<b>Uncommitted Sources Available</b>	<b>0.2</b>	<b>10.4</b>	

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