



City and County of San Francisco
London N. Breed
Mayor

San Francisco Department of Public Health

Greg Wagner
Acting Director of Health

Sugary Drinks Distributor Tax Advisory Committee *Subcommittee: Infrastructure Minutes*

Wednesday, September 19th, 2018

3:00pm-4:30pm

500 Felton St.

San Francisco, CA 94134

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

Meeting Attendees: Jorge Rivas, Roberto Vargas, Linda Barnard, Michelle Kim,

Nonvoting: David Klauber (RDA), Valerie Lua (RDA)

2. Approval of Agenda [Action]

- Jorge moves to approve the agenda, Linda seconds this motion, the agenda is unanimously approved

3. General Public Comment

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]

Complete and vote to finalize the subcommittee's purpose and mission statement.

- Members discuss, amend, and finalize mission statement:



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- **Mission Statement:** Ensuring needed staffing and resources are in place to support the functioning, administrative, and evaluation needs of the SDDTAC committee and subcommittees.

5. Build Out Subcommittee Work Plan

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

- Members identified tasks that aligned to the milestones on the current draft of the SDDTAC work plan. They also voiced wanting more detail on deadlines before developing the 20/21 recommendations. The budget process also needs to be reviewed every year for every 2 years.
- October:
 - Bring draft recommendations (In the future, this would happen in September and be presented in October)
 - Draft guidelines for department report-backs
 - Identify functions of each committee and prepare for possibility of new committee members
 - Make recommendations to full committee on how to align ourselves appropriately with city policies
- November:
 - Review the town hall report-out before it is brought to the full committee, once it has been made available to the public

6. SDDT Funding Updates-

Discuss talking points and structure for SDDTAC funding updates.

- Members need to establish reporting guidelines for providing SDDT funding updates to the full committee
- Members want DPH to compile a list of all the departments that received funding for 17/18, reach out to them, and have them provide and share information on how that funding was used by filling out a survey
- Survey
 - Members want to create a survey that will be sent to all of the departments that received SDDT funding
 - The purpose of this survey is to inform thinking and accountability and elevate programs that are doing well by inviting them in to present their work at a full committee meeting
 - The goal is to finalize the survey by Oct. 5th, so that it may be presented at the full committee meeting
 - The goal of the survey is to find out:



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- Who received SDDT funding for 17/18?
- What was the service or program provided?
- Who was served?
- What was the impact?
- Where are you on the process of spending the money?
- Do you already collect data on health behaviors, health outcomes, or other health data?
- How was your program connected to the SDD Tax?
- The plan is to give departments about a month to fill out the survey, and then invite a few to present in January or February

7. Plan October Agenda –

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

Members identified items to be included in the October meeting agenda:

- Finalize Subcommittee Work Plan
- Revisit mission statement and duties
- Work on the survey
- Preliminary look at 19/20 and 20/21 recommendations
- Reschedule November meeting

8. 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.



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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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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

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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.

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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

Item	Amount	Funding	Department
Community-Based Grants	\$4,680,000	45% (7% School-based)	DPH/CHEP
School Food, Nutrition Education & Student Led Action	\$1,000,000	15.0%	SFUSD
	\$500,000		SFUSD
Food Access	\$1,000,000	9.6%	DPH
Healthy Retail	\$150,000	1.4%	OEWD
Oral Health	\$1,000,000	10.0% (5.5% School-based)	DPH
Infrastructure	\$1,000,000	10.0%	DPH/CHEP
Water Access - SFUSD	\$300,000	4.0% (3% School-based)	SFUSD
Water Access – Public Spaces	\$150,000		PUC/DPH
SF Recreation & Parks	\$520,000	5.0%	SF Rec & Parks
Total	\$10,400,000	100%	