

Approved

SAN FRANCISCO FOOD SECURITY TASK FORCE (FSTF) MINUTES

Wednesday, July 3, 2019 1:30 p.m. - 3:30 p.m.
25 Van Ness, Room 610 San Francisco, CA 94102

Members present: Anne Quaintance (Meals on Wheels of SF) Ave Lambert (CUESA); Chester Williams (Community Living Campaign); Geoffrey Grier (SF Recovery Theatre); Hillary Seligman (Eat SF); Jeimil Belamide (Cal Fresh) Jennifer Siswandi (TNDC); Paula Jones (SFDPH); Sarah Chan (DAAS); Margot Antonetty (HSH); Mei Ling Hui (Rec & Park); Priti Rane (SFDPH); Raegan Sales (Children’s Council); Rita Mouton-Patterson (Hospitality House)

Also present: Nick Brodnicki (American Heart Association); Cissie Bonini (UCSF/EatSF); Peri Weisberg (HSA); Emily Lays (public); Tessa Kappe (CUESA); Lauren Small (Leah’s Pantry); Luz Mercado (Food as Medicine); Lesley Gonzalez (Food as Medicine); Rebecca Barajas (TNDC); Grethel Pallavicini (SFDPH) Shelley Dyer (TNDC)

Minutes

AGENDA ITEM	DISCUSSION	ACTION ITEM
1. Call to order	Anne Quaintance called the meeting to order at 1:38 p.m.	
2. Welcome and introductions	Anne welcomed everyone and everyone introduced themselves.	None
3. Approval of minutes from June 2019	The June 5, 2019 minutes were approved with slight edits and without dissent by a motion from Ave Lambert and seconded by Hillary Seligman	Amend draft minutes, post to webpage
4. SSI/CalFresh Update	<p>Jeimil Belamide provided the following figures on the number of people who’ve applied for CalFresh:</p> <ul style="list-style-type: none">• June 2751• May: 10012• June 6615 <p>The applicants represent a diversity of languages. Racial data was not furnished. In total, 32% of SSI recipients have applied. The SSI Toolkit was presented at a community forum in May. Due to overwhelming demand, staff is working on weekends to get the word out. Enrollment assistance events have already taken place and more are planned. Outpost locations are planned for OMI, downtown, The Bayview, The Western Addition, and the Currie Center. A smaller number than expected applications came from Spanish speakers. The majority of applications have come directly through CalFresh and through sister sites.</p>	

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5. Ratification of Bylaws	<p>Gavin Morrow-Hall presented the following:</p> <ul style="list-style-type: none">• Attendance required; notice to the Chair of absences is required• If a member representing a community-based organization fails to attend at least three meetings in a six-month period without the expressed approval of the Task Force at or before each missed meeting shall be deemed to have resigned from the Task Force.• A quorum (11 people) is needed to take action.• Officers are elected in October in odd years to two-year terms• Amendments to the Bylaws can be scheduled with 10 days' notice• The FSTF can provide general advice and assistance to the Board of Supervisors around proposed state bills that may either help, or may negatively impact food security in San Francisco, via the State Legislation Committee of the BOS.• The FSTF can provide general advice and assistance to the BOS on proposed federal regulations that will negatively impact food security in San Francisco in consultation with the Mayor's Office.• The FSTF can provide general advice and assistance on City policies that will improve food security in consultation with the DPH Office of Policy and Planning.• FSTF members must avoid conflicts of interests and appearance of conflicts of interest.• After discussions about the attendance policy from community-based organizations and governmental bodies<ul style="list-style-type: none">○ Hillary Seligman moved that attendance policies by CBO representatives and governmental representatives be aligned. The motion was seconded by Geoffrey Grier and passed unanimously without dissent.○ Following discussions as to whether 10 or 15 days is the standard time for voting on amendments to the bylaws, Hillary Seligman moved to make the FSTF policies aligned with other governmental bodies. The motion was seconded by Mei Ling Hui and was passed without dissent.• Many FSTF members expressed concern that the City Attorney's interpretation of how advocacy should be done was too restrictive and vague. Paula agreed to get additional guidance from the City Attorney and to present the information at the August meeting.	
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	<ul style="list-style-type: none">• After further discussion Mei Ling Hui moved to ratify the bylaws. The motion was seconded by Ave Lambert the motion passed without dissent.	
6. Strategic Planning Recommendations	<p>Anne began the discussion by stating the strategic plan is based on the action items developed in the Strategic Plan.</p> <p>The FSTF will focus on four strategic priorities in order to work toward a food secure San Francisco:</p> <ol style="list-style-type: none">1. Sustainability– toward increased resources (human and financial) to enable the FSTF to deliver on its mandate and achieve on all of its strategic priorities<ul style="list-style-type: none">• Work to secure funding for an independent consultant to staff the TF for next 2 years• Hire and onboard TF staff person• Conduct outreach with other city agencies and CBOs to determine viability of allocating additional dedicated resources• Work to secure additional funding for follow-up on strategic planning• Conduct follow-up on strategic planning process for emerging FSTF models beyond 2021• Engage FSTF membership in assessing and determining best long-term options (with pros/cons) for continued multi-sector collaboration on food security• Measurement needs to be collectively agreed to2. Shared Measurement– toward a set of common, shared metrics to inspire action, track progress, and inform change<ul style="list-style-type: none">• Measurement needs to be collectively agreed to• Develop simple, citywide dashboard to support collective impact on level of food security• 5-10 indicators reflecting problem and success/change• Measurement needs to be collectively agreed to• Everyone is working toward the same goal3. Adequate Community Resources– toward realization of the recommendations included in the 2018 Assessment of Food Security Report<ul style="list-style-type: none">• Continue to prioritize and champion the recommendations from the 2018 Assessment	

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- Continue proactive education, awareness, and community building around the situation of food security in SF and the recommendations.
 - Recommendations to Action: Getting individuals/orgs to become ambassadors and own/take action on recommendations
4. **Information and Referrals**– toward seamless access and a fully integrated system with “no wrong doors”
- FSTF to champion the need for food to be included in all existing referral efforts and process(es)
 - FSTF/others to research best practices from other/current information referral efforts

Next Steps

Establish Structure and Timeline for Action Items
 Review FY 18-19 Work Plan
 Add Other Priorities from 2018 Assessment Recommendations
 New Developments

Options going forward

Project Leads: Have FSTF members take lead in key projects
 Ambassadors – Liaisons to other organizations
 FSTF Meetings Have time set
 FSTF Work Groups set aside time at meetings to focus on specific issues

The FSTF mulled several of the aforementioned options.

- The idea of having a Food Security Summit resonated with several members
- Formation of focused work groups with very specific tasks also resonated

These ideas will be discussed at next month’s meeting

7. Board of Supervisor Meetings

Meetings have happened with the following BOS

District	Supervisor	By FSTF Member
1	Sandra Lee Fewer	Meg Davidson
4	Gordon Mar	Ave Lambert
8	Rafael Mandleman	Cissie Bonini
9	Hilary Ronen	Mei Ling Hui

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	<p>The following meeting is scheduled</p> <table border="1" data-bbox="554 261 1619 370"> <thead> <tr> <th data-bbox="554 261 716 297">District</th> <th data-bbox="716 261 1266 297">Supervisor</th> <th data-bbox="1266 261 1619 297">By FSTF Member</th> </tr> </thead> <tbody> <tr> <td data-bbox="554 297 716 370">6</td> <td data-bbox="716 297 1266 370">Matt Haney</td> <td data-bbox="1266 297 1619 370">Cissie Bonini and Kim Madsen</td> </tr> </tbody> </table> <p>Report backs said the meetings were productive. Supervisors expressed concern for the elderly and supervisors were impressed by the strength of the recommendations</p>	District	Supervisor	By FSTF Member	6	Matt Haney	Cissie Bonini and Kim Madsen	
District	Supervisor	By FSTF Member						
6	Matt Haney	Cissie Bonini and Kim Madsen						
8.Communications update	<p>Suzanne Manneh reviewed some of the work of the past year including:</p> <ul style="list-style-type: none"> • Redesigned FSTF Website • Completed 2018 Assessment of Food Security • Updated Communication Plan <p>❖ Media Coverage of 2018 Report:</p> <ul style="list-style-type: none"> • San Francisco Chronicle • Radio Interview • Presentation to Health Commission <ul style="list-style-type: none"> • Endorsement of 2018 Report by Health Commission Resolution • Summary of Report Recommendations Developed • Meeting with New DPH Director • Individual Meetings with San Francisco Board of Supervisors <p>In the next fiscal year (2019-2020) the FSTF will:</p> <ul style="list-style-type: none"> • Complete Board of Supervisors Meetings • Conduct Presentations to High Priority Audiences • FSTF Annual Report 2019 <p>The FSTF primary focus is on priority vulnerable communities including:</p> <ul style="list-style-type: none"> • Residents below 200% of Poverty • Pregnant and post-partum women • Children 0-18 y/o • Transitional Aged Youth (18-24 y/o) • People with disabilities • Older adults 60+ y/o • People without homes • Immigrants/Refugees/Asylees 	Item will be continued at August meeting						

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- Residents of SROs and Supportive Housing
- People with diet related diseases
- African American, Native Hawaiian/Pacific Islander, and American Indian/Native Alaskan have the lowest household income by race

The FSTF Communications Plan Priority Audience includes:

- Mayor's Office
- Policy Makers and Government Officials
- Board of Supervisors and Staff
- City Agencies/Departments:
- Commissions, Councils, Taskforces, Other Bodies, Grantmakers
- Donors and Supporters
- Health Care Plans and Hospitals
- Consumers and Caregivers
- Disaster Preparedness
- Urban Agriculture and Farming
- Researchers
- Students
- Press
- Public
- Think Tanks/Policy Firms
- Foundations
- Advocacy and Policy Associations and Organizations
- Service Providers' Clients, Staff, Volunteers, Board and Leadership

A criteria for prioritizing presentations should include:

- Groups that influence funding/policies to support food security (focusing on those that directly allocate funds and/or have first)
- Groups that have the ability to include food screening in their work

Suzanne facilitated two exercises with members to generate ideas regarding 1) who else to include in the Communications Plan Priority Audience, and 2) what else should be included in criteria for prioritizing presentations.

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	<p>The following suggestions were offered the for priority audiences category:</p> <ul style="list-style-type: none"> • Board of Education • Our Children, Our Families (OCOF) • College Students • Office of Early Childhood Education (OECE) • Chamber of Commerce (food retailers) • Health Care Providers • Caregivers (explicitly include caregivers for young children) • Neighborhood associations • HIV Planning Council • Cavity Free SF (Children’s Oral Health Task Force) • Economic Service Development <p>Members stated that they will think of others and suggested that the conversation continue during the next meeting. There were no suggestions offered for prioritizing presentations, due to time constraints</p>	
<p>9. Sugary Drink Distributor Tax Advisory Committee Update</p>	<p>Shelley Dyer reported the committee is working with Harder & Company on the RFP process. Shelley Dyer reported the committee is working with Harder & Company on the RFP process. The following RFPs are being developed: Healthy Communities; Infrastructure; Health Food Purchasing Supplement. In addition, SFUSD is planning an RFP.</p> <p>Seven people attending the meeting stated they intended to apply for the funds when the RFP is released. Most FSTF members are familiar with the RFP.</p> <p>Seven people attending the meeting stated they intended to apply for the funds when the RFP is released.</p>	
<p>10. Project Updates</p>	<p>Ave noted that a California Food For Kids Conference will be held on July 10th</p>	
<p>11. Items for next meeting</p>		
<p>12. Public comment</p>	<p>Incorporated above.</p>	
<p>13. Adjournment</p>	<p>The meeting adjourned at 3:28</p>	