

# NOT APPROVED

## San Francisco Food Security Task Force

Minutes May 1, 2013

1:30 pm - 3:30 pm, City Hall, Room 278

### In Attendance:

**Task Force Members:** Leo O'Farrell (CalFresh), Linda Lau (Department of Aging and Adult Services), Magdalene Louie (SFDPH Nutrition Services), Paula Jones (SFDPH Food Systems), Max Rocha (Department of Children, Youth and their Families)

**Public:** Jean Coor (Glide Foundation), Anne Quaintance (Meals on Wheels), Karen Gruneisen (Episcopal Community Services), Bruce McKinney (Glide Foundation), Deloris McGee (Community Living Campaign), Hilary Seligman (UCSF/SF General Hospital), Elizabeth Boileau (Food Runners), Angela Moskow (Urban Sprouts), Charu Gupta (Goldman School of Public Policy – UC Berkeley), Rose Johns (Goldman School of Public Policy – UC Berkeley), Jessica Bullen (Mayor's Budget Office), Michelle Nguyen (Goldman School of Public Policy – UC Berkeley), Danielle Boule (SFDPH – Food System Program), Charles Sommer (St. Anthony Foundation), Kim Pearson (CalFresh), Cissi Bonnini (St. Anthony Foundation).

Agenda Topic	Discussion	Action Item
1. Call to Order	Called by Mr. O'Farrell at 1:37 pm	
2. Welcome and Introductions	Introductions.	Attendance noted.
3. Approval of Minutes April 3, 2013	Reviewed the draft meeting minutes. One change was noted. Ms. Hui moved to pass the minutes, Ms. Quaintance seconded the motion. The motion was approved unanimously.	Ms. Jones will make the change and post minutes to FSTF webpage.
4. Presentation on the City Budget	Ms. Jessica Bullen from the Mayor's Budget Office reviewed the City's Budget including basic budget information, a 5 year financial plan, budget instructions given to city departments, and a special focus on nutrition for seniors and adults with disabilities. Ms. Bullen discussed the City's \$7.4 billion budget, and the uses by service area. She also discussed the improvements in financial planning and policies adopted over the past several years, including the adoption of two year budgets for all departments, the strengthening of reserve policies, as well as comprehensive financial planning including Capital, Information Technology and 5 year financial planning. She reviewed the general fund 5 year outlook summary, informing the task force that revenues are projected to grow by 13% and expenditures are projected to grow by 25%, resulting in a gap of \$487 million over the five year period. She reviewed proposed fiscal strategies. The 2014-15 budget instructions focused on: prioritizing core functions, minimizing service impacts, seek and prioritize solutions with administrative efficiencies, consolidation of programs and functions, restructuring service delivery, revenue options, as well as utilizing data to identify opportunities for greater efficiency and effectiveness of programs, and engaging with stakeholders. She also reviewed the policy area of nutrition for seniors and adults with disabilities highlighting the ongoing challenges of federal and state funding reductions, operational cost increases,	No action.

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	<p>and the expected growth in senior population. To confront these challenges, she highlighted the transitional care at DAAS, seeking and prioritizing administrative efficiencies, cross-departmental and cross-sector collaboration, and treating long term care holistically, as well as continuing to engage stakeholders.</p>	
<b>5. Presentation and Recommendations on Expanding Restaurant Meal Program (RMP)</b>	<p>Students from the Goldman School of Public Policy presented their research and recommendations on Maximizing Vendor Enrollment in San Francisco Restaurant Meals Program. These recommendations were informed by information gathered through meetings with SF CalFresh program and FSTF members, analysis of client demographic data, assessment of currently enrolled vendors in SF, interviews with program staff from the five other RMPs in California and moderation of two focus groups with RMP clients in SF. There are currently 64 participating vendors in San Francisco, and 10,620 elderly, disabled and homeless people in San Francisco that are qualified to participate in the program. Approximately \$130,000 is spent each month at RMP vendors.</p> <p>The core strategy includes: Vendor outreach (vendor outreach letter, develop FAQ, and employ data-driven spatial targeting for vendor outreach), Enrollment Support (create a vendor webpage with a vendor interest form, USDA application, an example MOU, “steps to enrollment” guide, FAQ, and contact information for the SF Restaurant Meals staff member), Ongoing program support (institute internal progress report, vendor review, and provide customer service to clients and vendors), Vendor diversification (include enrollment grocery and corner stores for targeted outreach, and provide clients with healthy meal information within the RMP).</p>	
<b>6. Discussion of FSTF applications and Nominations of new Members</b>	<p>There were 10 applications for membership to the FSTF. The existing task force members voted on the new applications and the following applicants were forwarded to the Board of Supervisors:</p> <p>Karen Gruneisen (Episcopal Community Services), Deloris McGee (Community Living Campaign), Bruce McKinney (Glide Foundation), Anne Quaintance (Meals on Wheels), Teri Olle (SF Food Bank), Simon Pitchford (Project Open Hand), Hilary Seligman (UCSF/SF General Hospital), Charles Sommer (St. Anthony Foundation).</p>	As stated.

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<b>7. Legislative Update</b>	The committee approved a letter of support for AB 551.	A letter will be sent.
<b>8. Organization and project updates</b>	<ul style="list-style-type: none"><li>• SRO/Seniors and Adults with Disabilities – the workgroup continues to meet on a monthly basis. High priority areas include cooking in SROs, additional funds for food to supplement federal benefits</li><li>• In the March meeting, the hospital partners in the Breastfeeding workgroup decided to plan weekly breastfeeding support group meetings at the five participating hospitals. When implemented, there will be a support group meeting each work day of the week, Monday through Friday (once/week at one hospital). These support group meetings will be open to all breastfeeding mothers in the community. The hospital partners also agreed to look at their Baby Friendly progress since the appraisal in 2011 Hospital representatives unanimously decided on completing a re-appraisal in the May meeting.</li></ul>	No action.
<b>8. Public Comment</b>	Public Comments are incorporated above.	No Action Needed.
<b>9. Adjournment</b>	The meeting was adjourned at 3:30 pm.	