



# San Francisco Department of Public Health

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City and County of San Francisco  
London N. Breed  
Mayor

## Sugary Drinks Distributor Tax Advisory Committee Infrastructure Subcommittee

### MINUTES

December 7, 2021 – 9:00AM

Join Online Via Zoom

<https://sfdph.zoom.us/j/95788949256?pwd=TkdjdUxQeWI5Qko0UUVJlYzNmQTQyQT09>

Meeting ID: 957 8894 9256 Passcode: 851890

Join via mobile: +1(669) 900- 6833

\*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 [discussion and action] Meeting called to order at 9:29am.

Present: Linda Barnard, Maureen Guerrero, Michelle Kim, Christina Goette, Melinda Martin

Absent: Larry McClendon, Rita Nguyen (on leave)

2. Approval of November Meeting Minutes [discussion and action]

Michelle motions to approve the minutes. Linda seconds. Minutes are approved.

3. Approval of Agenda [discussion and action]

Postpone agenda item #10 to next meeting.

Michelle approves agenda with postponing agenda #10 to next meeting. Linda seconds. Agenda is approved.

4. General Public Comment - No Public Comment

5. House Keeping [discussion and possible action]

Staff shares that there will be a Board of Supervisors hearing on Childhood Obesity on 12/10/21 at 10am.

Staff reminds members the SDDTAC absentee policy is that members are allowed 3 excused absences within a 12-month period due illness or medical leave. Other work-related duties do not count.

Staff has yet to receive where SDDTAC members should upload their vaccination status, will keep SDDTAC members informed.

6. Subcommittee Budget Discussions FY 22-23 and FY 23-24 [discussion and possible action]

Staff share that the budget document and recommendations from previous years. The city budget for FY 2022-2023 is \$10,620,000.

Co-chairs have discussed the process of SDDTAC budget recommendations by reviewing aligning categories and discuss non-aligning categories. Member shares that the budget instruction from the Mayor's Office do not come out until 12/15/2021. It is best to talk about what priorities subcommittees have and adjust as necessary when priorities are released and include priorities from communities. In the previous fiscal year, the Mayor's Office did not recommend SDDT funds to go to SFUSD, since they did not spend in previous years. If there is an update on SFUSD, if they did spend down their dollars.

Members review budget categories and make FY 22-23 budget recommendations:

Infrastructure:

Michelle motions to make budget recommendations FY 22-23 to Infrastructure for \$800K. Linda seconds. Motion passes.

Staff share that the breastfeeding coalition category has not implemented the work yet, assuming that funds will be able to be carried over.

Linda motions \$0 for breastfeeding since funds were not spent and move to FY 22-23, and to report to SDDTAC pending progress. Maureen seconds. Motion passes. Language is added to budget document.

Water access - schools would need more water stations. Members agree to keep water access at \$340K for SFUSD.

Staff provided high level overview for Food as Medicine Medical Waiver and possibly include support from SDDTAC. Rita Nguyen has spearheaded this effort in getting a waiver from the state from Medical funding where for the 1<sup>st</sup> time they get a 5- year period to show to the state that providing healthy food, through the healthcare system can improve health and reduce medical costs. In order to get process started they have recognized that CBOs would need one-time funding to get set up to be able to draw down federal funds for matching funds to eligible patients. DPH is putting in a budget request, SDDT funds were used at the first round of funding to CBOs, one-time surplus (carry forward funds) support grants, where we provide funding to support CBOs to be able to draw down funds to help demonstrate that food can be medicine. There is an opportunity to call that out specifically and could be part of food access or in CBO funding or another line in CBO grants line for medical food access support grants. It should be in a clear line for one time funding with an important caveat that Medical/Medicaid may reimburse at a low rate that the city would not provide matching funds. It would be one-time funding to support technical assistance, software assistance, training for Food As Medicine MediCal Waiver Program. Members agree to consider as they deliberate the budget.

Members agree for Oral Health – Task Force \$450K; Sealants - \$350K; School Based Edu and Case Management - \$200K

Michelle suggests to keep Food Access amounts the same: \$1,150,000. Members agree.

Community Grants Funding – Members agree to keep funding the same. Members agree to use funding from the breastfeeding coalition and SFUSD water access budget lines to support the Food As Medicine Medical Waiver Program. Funds to FY 23-24 to resume water access to SFUSD and breastfeeding coalition.

College Scholarships \$0 – not currently a priority; all members agree.

SFUSD – School Food – members agree to ask Jennifer what federal funding is anticipated for universal school meals. Member suggests once they hear back from Jennifer, possibly add back funds into the SFUSD student led action budget line. Members agree.

Linda will report out subcommittee budget discussions at December SDDTAC meeting.

#### 7. Review of Budget Timeline [discussion and possible action]

Linda motions to approve budget timeline with edits and to consider looking at June 2022 to ensure on track for next fiscal year. Michelle seconds. Motion is approved.

8. Infrastructure Subcommittee Annual Report Section [discussion and possible action]

Staff will follow up with Infrastructure subcommittee chair.

9. SDDTAC Proposed Amendments Review [discussion and possible action]

No updates from staff.

10. Criteria for Received Letters of Support [discussion and possible action]

Postponed to next meeting.

11. Discuss possible agenda items for January 4, 2022 Meeting [discussion and possible action]

- Budget Discussions FY 22-23 and FY 23-24
- Update on Food as Medicine Medical Waiver
- Subcommittee Annual Report Review
- Criteria for Received Letters of Support

12. Announcements

No announcements

13. Adjourn

Michelle motions to adjourn. Linda seconds. Meeting adjourns at 11:06am.

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.

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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.

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#### **SDDTAC Recommendations and Mayor's Allocations FY 19-20**

Item	SDDTAC Rx Amount	SDDTAC Rx %	SDDTAC Rx Agency	Mayor's Budget	% of Mayor's Budget	Mayor's Proposed Agency	Variance
Community-Based Grants	\$4,290,000	41.25%	DPH/CHEP	\$2,995,000	26.76%	DPH	
				\$300,000	2.68%	SFUSD via DCYF	
			Comm Engage	\$50,000	.45%	Total	-\$345,000
School Food, Nutrition Education, Student Led Action	\$1,000,000	14.42%	SFUSD	\$1,500,000	14%	SFUSD via DCYF	\$0
	\$500,000		SFUSD	\$500,000		SFUSD via DCYF	
Food Access	\$1,000,000	9.62%	DPH	\$1,000,000	10%	DPH	\$35,000
Healthy Retail SF	\$150,000	1.44%	OEWD	\$150,000	1%	OEWD	\$0
Oral Health	\$1,000,000	9.62%	DPH – Task Force	\$450,000	4.02%	SFUSD via DCYF	
			Sealant Pgm	\$450,000	3.13%	DPH	
			Edu/Case Mg	\$1,000,000	8%	Total	\$0
Infrastructure	\$1,000,000	11.92%	DPH/CHEP	\$1,000,000	8%	DPH	-\$240,000
Water Access – SFUSD	\$0	2.88%	SFUSD	\$0	4%	SFUSD via DCYF	\$0
Water Access - Public Spaces	\$300,000		PUC/DPH	\$300,000	2.68%		
SF Recreation & Parks	\$520,000	5%	RPD	\$2,895,000	5%		\$2,375,000
HOPE SF Peer Enhancements	\$400,000	3.85%	N/A	\$400,000	0%	DPH	\$400,000
<b>Total</b>	<b>\$10,400,000</b>	<b>100.0%</b>		<b>\$11,190,000</b>	<b>100%</b>		

**Description of intended purpose from Mayor's Budget**

Community-Based Grants: 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.

School Food, Nutrition Education, student-led action: 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.

Food Access: Healthy Food Purchasing Supplement

Healthy Retail: Will provide Healthy Store makeovers to 2 additional stores and continue ongoing providing support to 10 stores.

Oral Health school-based: Funding to support oral health in schools, including the cost of sealants.

Oral Health: Funding for Community Task Forces

Infrastructure: 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: One-time for the installation of water refilling stations in schools. Also can be used to purchase refillable water bottles for students.

SFRPD: Funding to Rec Park to provide continued support of the Peace Parks program.

Hope SF Peer Enhancements: Fund training and peer wage increases.

**SDDTAC Recommendations FY 21-22 and FY 22-23**

	FY 21-22	%	FY 22-23	%	Department
<b>COMMUNITY-BASED GRANTS</b>					
Health education, food security, physical activity	\$3,500,000	36.84%	\$3,500,000	32.11%	DPH/CHEP
CBOs working with SFUSD	\$300,000	31.6%	\$300,000	2.75%	DPH/CHEP
<b>TOTAL COMMUNITY BASED GRANTS</b>	<b>\$3,800,000</b>	<b>40%</b>	<b>\$3,800,000</b>	<b>34.86%</b>	
<b>SFUSD</b>					
School Food, Nutrition Ed	\$1,000,000	10.53%	\$1,000,000	9.17%	SFUSD via DCYF
Student Led Action	\$500,000	5.26%	\$500,000	4.59%	SFUSD via DCYF
Educational Investments	-	0%	\$150,000	1.38%	SFUSD via DCYF
<b>TOTAL SFUSD</b>	<b>\$1,500,000</b>	<b>15.79%</b>	<b>\$1,650,000</b>	<b>15.14%</b>	
<b>FOOD ACCESS</b>					
Healthy Food Purchasing Supplement	\$1,200,000	12.63%	\$1,500,000	13.76%	DPH/PHD
Healthy Retail	\$150,000	1.58%	\$150,000	1.38%	OEWD
<b>TOTAL FOOD ACCESS</b>	<b>\$1,250,000</b>	<b>14.21%</b>	<b>\$1,150,000</b>	<b>15.14%</b>	
<b>ORAL HEALTH</b>					
Community task forces	\$450,000	4.74%	\$450,000	4.13%	DPH/MCAH
School-based sealant application	\$350,000	3.68%	\$350,000	3.21%	DPH/SF Health Network
School-based education and case management	\$200,000	2.11%	\$200,000	1.83%	SFUSD via DCYF
<b>TOTAL ORAL HEALTH</b>	<b>\$1,000,000</b>	<b>10.53%</b>	<b>\$1,000,000</b>	<b>9.17%</b>	
<b>INFRASTRUCTURE</b>					
DPH Infrastructure	\$800,000	8.42%	\$450,000	4.13%	DPH/CHEP
<b>TOTAL INFRASTRUCTURE</b>	<b>\$800,000</b>	<b>8.42%</b>	<b>\$450,000</b>	<b>4.13%</b>	
<b>WATER ACCESS</b>					
Water Access - SFUSD	-	-	\$400,000	3.67%	SFUSD via DCYF
Water Access - Public Spaces	\$95,000	1%	-	-	PUC via RPD
<b>TOTAL WATER ACCESS</b>	<b>\$95,000</b>	<b>1%</b>	<b>\$400,000</b>	<b>3.67%</b>	
<b>SF RECREATION &amp; PARKS</b>					
Peace Parks	-	-	\$650,000	5.96%	RPD
SVIP Funding – Peace Parks Transportation	-	-	\$225,000	2.06%	RPD
REQUITY: Outreach, Scholarships, Equity in Recreation	-	-	\$900,000	8.26%	
<b>TOTAL SF RECREATION &amp; PARKS</b>	<b>\$780,000</b>	<b>8.21%</b>	<b>\$1,775,000</b>	<b>16.28%</b>	
<b>BREASTFEEDING</b>	<b>\$175,000</b>	<b>1.84%</b>	<b>\$175,000</b>	<b>1.61%</b>	DPH/MCAH

Total Proposed	\$9,500,000	100%	\$10,900,000	100%
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	<b>Budget Descriptions: SDDTAC recommends investing in strategies that support mental health and wellbeing and workforce pathways for impacted/priority populations.</b>
<b>COMMUNITY-BASED GRANTS</b>	City Departments should contract directly with CBOs through an RFP process managed through the Community Health Equity and Promotion (CHEP) Branch of the Department of Public Health. CBG should support community-based programs and services that address the health inequities of those most targeted by the beverage industry. Funding should go to Community Based Organizations (CBOs) and Faith Based Organizations (FBOs) for the following strategies:
Health education, food security, physical activity	<ol style="list-style-type: none"> <li>1. Health Education activities including, chronic disease prevention, healthy eating and active living, tap water promotion, oral/dental health</li> <li>2. Physical Activity opportunities, including: a) Dance and movement, sports, yoga, walking groups, biking, etc.; b) Efforts to influence changes to the built environment (ie sidewalks, streets, parks, buildings, etc) or safety of the built environment that facilitates increased physical activity and walking and biking for utilitarian trips, sometimes referred to as active transportation); and c) pursuit of institutional or local policies that facilitate physical activity and active transportation (such as adequate PE time and instructors, commuter benefits for active transportation, etc)</li> <li>3. Healthy Eating/Food Security*, including: a) Community-based pantries, community-based hot meals, community kitchens and community home delivery services; b) Increased financial resources (i.e. wages, income, government nutrition supplements, vouchers, etc.); c) Changes to the built environment that facilitate food security; and d) Pursuit of institutional or local policies that facilitate food security.</li> <li>4. Water Promotion, such as support for Spa Water Supplies, station maintenance/beautification, refillable water bottles to distribute to communities, water testing</li> <li>5. Community Based Participatory Research</li> </ol>
CBOs working with SFUSD	7% of all CBO funding (eg 7% of approximately \$4.3 million) should go towards CBOs implementing programs/initiatives that take place in school settings. Funding to issue grants to CBOs should follow the guidelines above.
<b>SFUSD</b>	
School Food, Nutrition Ed	To improve the quality and appeal of school meals and support nutrition education to increase participation in school meal programs (for example: cooking and serving equipment, staff professional development, and innovative procurement and menu strategies to increase freshly prepared food). Funding will target schools with the largest populations of high-risk students that are disproportionately targeted by the sugary drinks industry.
Student Led Action	Support student led efforts to decrease consumption of sugary drinks and increase awareness of sugary drinks consumption among students, with focus on schools with the largest populations of high-risk students that are disproportionately targeted by the sugary drinks industry. SFUSD should provide to SDDTAC a proposal of how funding will be spent through student led action.
Educational Investments	Educational investments that support and strive for professional development in health and wellness across lifespan. Scholarships and other supports in higher education in medical technology and health field careers for Priority Populations and including para professionals.
<b>FOOD ACCESS</b>	
Healthy Food Purchasing Supplement	Support programs that increase financial resources to purchase healthy food such as vouchers and food purchasing incentives. This investment is meant to support both the communities most impacted by the health consequences of sugary beverage consumption and to support the local economy including local merchants. These funds should be RFPed out to CBOs and FBOs according to the Community Based Grants guidelines.
Healthy Retail	Supporting small business to increase healthy food access in high risk and impacted communities and neighborhoods by: 1) supporting business operations; 2) promoting community engagement; and 3) improving the retail environment.
<b>ORAL HEALTH</b>	

Community task forces	Support development of community infrastructure such as oral health community task forces that incorporate diverse stakeholders for outreach, education, and interventions to address the oral health needs of children in high risk populations.
School-based sealant application	Support school-based and school-linked preventive oral health programs within SFUSD schools serving high risk target populations. This should also support SFUSD dedicated oral health staffing.
School-based education and case management	
<b>INFRASTRUCTURE</b>	
DPH Infrastructure	<p><b>A. Personnel</b></p> <p>1) Backbone staffing to support SDDTAC a. A program manager to provide backbone staffing to the SDDTAC, including: i) Staffing full committee and 3 subcommittees in compliance with Sunshine and Brown Acts; ii) Coordinating among city agencies and funded CBOs to promote collective impact; iii) Help guide vision and strategy of SDDTAC, support aligned activities; manage SDDTAC work and timeline; and iv) Working with evaluation team to establish shared measurement practices b. As necessary, manage citywide/soda tax impact media c. Develop/Compile and Manage completion of SDDTAC Annual Report d. Manage SDDTAC biennial nominations process</p> <p>2) Staffing to support DPH SDDT implementation of community based grants a. Manage work of contractors, including: i) develop and implement CBO RFP process; ii) provide technical assistance for CBOs and merchants; iii) promote collective impact in coordination with SDDTAC backbone staff and City Agencies; and iv) work with evaluator and SDDTAC backbone staff to develop and implement evaluation plan and evaluation technical assistance.</p> <p>3) Staffing to support research and evaluation of SDDT impact, including data purchases as necessary a. At least 1.0 FTE epidemiologist; b. Support data analysis for annual report; c. Manage data purchases; d. participate in development and implementation of SDDT evaluation</p> <p><b>B. Professional services</b> including: i) technical assistance for funded CBO and FBO; ii) evaluation - to implement evaluation framework and evaluate funded city agencies, CBO and FBO, and process evaluations from applicants, and provide evaluation technical assistance; iii) city attorney to provide ongoing technical consultation</p> <p><b>C. Materials/Supplies</b> for meetings and printing costs</p> <p><b>D. Training</b> to support staff development</p> <p><b>E. Data</b> for collection (pricing), analysis (Nielsen) and purchase (IRI)</p>
Evaluation	<p>Additional funds for evaluation may:</p> <p>a. support community based participatory research (ex. street intercept, merchant interview, focus groups)</p> <p>b. develop a system to collect data</p> <p>c. expand technical assistance</p> <p>d. conduct more qualitative evaluation that can help develop stories that describe impact of tax</p>
<b>WATER ACCESS</b>	
Water Access - SFUSD	To install hydration stations at low income schools serving students with health disparities (ex. Bayview, Chinatown, Mission), to elevate the schools to the Silver or Gold standard for hydration stations (i.e. one on each floor, centrally located, and conduct water education). Funds may support purchase of Spa Water Supplies, station maintenance and beautification, refillable water bottles to distribute to students, water testing.
Water Access - Public Spaces	To install or upgrade existing hydration station(s) in public spaces that target high-risk populations that are disproportionately targeted by the sugary drink industry (community identified public spaces). This funding should support high-quality, visually appealing, stations that can serve as a highlighted example of the potential for hydration stations. This can include beautifying and optimizing current station(s) or creating new one(s).
<b>SF RECREATION &amp; PARKS</b>	
Peace Parks	Peace Parks programming to serve priority populations
SVIP: Peace Parks Transportation	Transportation for Peace Parks participants



REQUITY: Outreach, Scholarships, recreation equity	Scholarships and programming for priority populations
<b>BREASTFEEDING</b>	To fund a breastfeeding coalition to organize collective efforts across San Francisco to enable increased breastfeeding among Priority Populations. This coalition will mobilize action on policy, systems and environmental (PSE) changes to increase breastfeeding rates and duration, leveraging community strengths, and tackling structural barriers to reduce inequities to breastfeeding support. This would include funding for backbone support to: engage community stakeholders in a strategic planning and engagement process to develop a framework for short and long term goals embedding in principles of equity; help align breastfeeding support services in San Francisco including hospital, outpatient, and community based services to improve access to breastfeeding support; and provide technical assistance to partnering agencies (such as child care centers and businesses with less than 50 employees) to operationalize and implement breastfeeding friendly policies and practices.

\* Funding should support programs and services that increase financial resources to purchase healthy food; access to healthy fruits and vegetables while minimizing processed foods for high-risk communities; foods that are affordable and convenient; and programs that support the consumption of healthy foods including the ability to prepare and store meals and the knowledge of basic nutrition, food safety and cooking. Priority programs should incorporate a community-based food security perspective and have demonstrated increased ability of food insecure residents to purchase, access, and consume consumption of healthy, fresh, low-to-no cost and culturally appropriate foods, including but not limited to food vouchers/incentives, transportation and delivery and prepared foods.

#### ONGOING ADBACKS FROM FY 2017-2018

PROGRAM	DEPARTMENT	DESCRIPTION	
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
Healthy Corner Store Retail	ECN	Promoting corner stores and markets to sell healthy products as opposed to sugary beverages, etc.	60,000
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
Food Security – Congregate Lunch Meals	HSA	Address current waitlist: Daily, hot, nutritious meals for seniors/adults with disabilities	220,000
Senior Fitness	HSA	Senior fitness programming at IT Bookman and George Davis	200,000
Congregate Meal Program	HSA	Congregate Meal Program A	75,000
Congregate Meal Program	HSA	Congregate Meal Program B	75,000
		<b>TOTAL</b>	<b>1,157,000</b>

\*The Board of Supervisor’s made a series of adbacks in the FY 17-18 budget. When the Board of Supervisors makes changes to the Mayor’s budget, some of these changes are “adbacks” denoting the Board’s decision to add funds back for a particular service. Adbacks become part of an agency’s baseline budget.