



LEGISLATIVE AND RULES COMMITTEE
MEETING MINUTES - DRAFT

Thursday, August 25, 2022 – 6:00 pm

Hosted Remotely via MS Teams

COMMITTEE MEMBERS

HANLEY CHAN, JASON CHITTAVONG, COURTNEY ELLINGTON, CHRISTOPHER MCDONALD, COURTNEY MILLER, VICTOR OLIVIERI, NICHOLAS RUSANOFF

CHAIR

JASON CHITTAVONG

CALL TO ORDER

Chair Jason Chittavong called the meeting to order at 6:05pm.

ATTENDANCE

VAC Secretary called attendance:

PRESENT: Commissioners Chan, Chittavong (Chair), Ellington, McDonald, Rusanoff

ABSENT: Commissioners Miller, Olivieri

Quorum confirmed.

AGENDA CHANGES

Request from the chair to add following items to the meeting agenda:

- Begin process to obtain Congressional Gold Medal for Filipino veterans during Filipino Heritage month of October.
- Participation in Operation Green Light for Veterans during week of Veterans Day.
- Motion by Chair Chittavong to approve agenda changes/Seconded by Commissioner Ellington.
- All in Favor: 5, Opposed: 0, Abstain: 0.

Motion passed. Items added to agenda under New Business.

Absent: Commissioners Miller, Olivieri

Commissioner Chan requested public comment be called for actionable item. Chair Chittavong responded that the meeting agenda has a specific time for public comments, and the public will have an opportunity to participate at that time. He further commented he is working with the VAC president to



establish consistent meeting procedures, and noted efforts are being made to learn and be in compliance with City meeting requirements. If corrections regarding public comment are needed, they will be made accordingly to future agendas. He requested tonight's meeting follow the procedure as set on the agenda.

APPROVAL OF MEETING MINUTES

Secretary called for motion to approve July 28, 2022 Meeting Minutes [Action/Vote]:

- Motion – Rusanoff/Second – McDonald.
- All in Favor: 5, Opposed: 0, Abstain: 0.

Motion passed. July 28, 2022 Meeting Minutes approved.

Absent: Commissioners Miller, Olivieri

OLD BUSINESS

- Meeting Procedures and Administrative Support [Discussion – 10 minutes]
 - Chair noted at the August 9 regular meeting of the Veterans Affairs Commission (VAC), clarification was provided by VAC president regarding this committee's function and title. Committee's correct title is, "The Legislative and Rules Committee." It was further clarified by the VAC president, that as part of meeting procedures the committee may discuss rules as well as identify veterans legislation for recommendation to Veterans Affairs Commission.
 - Commissioner Chan said Supervisor Mandelman's office has offered to provide meeting procedure guidance and training (including Sunshine Ordinance training) to the Veterans Affairs Commission. Chair Chittavong thanked Commissioner Chan, and agreed training is important and welcomed.
- Response of VAC President to Committee's recommendation to re-instate a Rules Committee [Discussion – 10 minutes]:
 - Chair Chittavong re-stated clarification that this committee's work includes providing both rules and legislative recommendations to the VAC. The chair then recapped a discussion from the VAC meeting of August 9; where the commission discussed eventually creating several committees of three members each, with one of these committees being a separate Rules Committee. The Chair concluded by stating this is a developing idea that the commission will address further at its regular meeting on September 13.
 - Following clarification about committee function, the chair requested committee members send any legislative or rules ideas (e.g., bylaw edits, etc.) to the VAC secretary for inclusion in the next committee meeting agenda. Chair asked requests be sent no later than one week prior to meeting date of September 29.



- VAC Response to recommendation to set committee as five-member body. [Discussion]:
 - Chair stated this committee remains a seven-member body. At August 9 VAC meeting, the commission president recommended to Chair Chittavong that he submit committee's request to become a five-member body as an actionable item for a future commission meeting.
 - Discussion followed, with committee members commenting on advantages and disadvantages of reducing committee size.

NEW BUSINESS

- Review process to set meeting agendas and assign roles [Discussion – 10 minutes]:
 - Chair re-stated request that committee members email the VAC secretary topics to include on the September 29 committee meeting agenda.
 - Chair said roles will be assigned once meeting procedure requirements are more clearly understood. Update to be provided at next month's meeting.
- Discharge Upgrades [Discussion – 10 minutes]:
 - Chair requested clarity from Commissioner McDonald about his previous recommendation on ways this committee can assist in discharge upgrades. After discussion, it was determined this item would be presented to the VAC for discussion on feasibility of providing discharge upgrade training to commissioners.
- Operation Green Light for Veterans [Discussion]:
 - Chair provided overview of Operation Green Light for Veterans, a program of the National Association of Counties (NACo) and National Association of County Veteran Service Officers (NACVSO). The purpose of Operation Green Light is to show support for veterans by lighting buildings green from November 7 to November 13. Chair will report on this program during September meeting of VAC. Further, this committee can assist by drafting a letter requesting support from city and state legislators. Chair will add as an item to next month's meeting agenda. Secretary will email committee the link to program details on NACo website.
- Process to obtain Congressional Gold Medal for Veterans during Filipino Heritage Month of October [Discussion]:
 - Chair recommended drafting a letter of support. He will seek more clarity from Commissioner Dacumos, and present item at the next VAC meeting with a recommendation for commission's support.



COMMENTS AND ANNOUNCEMENTS

Opportunity for committee members to share news about recent legislative achievements related to veterans affairs.

- Commissioner Chan noted legislation to provide property tax assistance to veterans did not pass. It may come up again next year, and will need support from commissioners, veterans groups, and non-profits.

PUBLIC COMMENT

- One public speaker, comments included:
 - Recommended commission connect with Nelson at American Legion for assistance to honor veterans during Filipino Heritage Month.
 - Speaker shared observation that non-commission members did not have an opportunity to a vote during meeting.

ADJOURNMENT

- Chair adjourned meeting at 7:06pm

The next meeting of the Legislative and Rules Committee will be Thursday, September 29, 2022 at 6:00pm.

Meeting agendas and minutes are posted to the Veterans Affairs Commission website.

Respectfully submitted,

Mary Murphy
Executive Secretary
SF Veterans Affairs Commission