



San Francisco Department of Public Health

Grant Colfax, MD
Director of Health

City and County of San Francisco
London N. Breed
Mayor

Sugary Drinks Distributor Tax Advisory Committee Infrastructure Subcommittee

MINUTES

November 13, 2023 – 1:30PM

Join Online Via Zoom

<https://us02web.zoom.us/j/85180215221>

Meeting ID: 851 8021 5221

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 is called to order at: 1:38pm
Members Present: Tiffany Kenison, Linda Barnard
Members Absent: Michelle Kim
2. Approval of October Meeting Minutes [discussion and action]
Linda motions to approve. Tiffany seconds. 2 votes, minutes are approved.
3. Approval of Agenda [discussion and action]
Tiffany motions. Linda seconds. 2 votes, agenda is approved.
4. General Public Comment - No Public Comment
5. House Keeping [discussion and possible action]
 - SDDT SUPPORT Grants RFP: [RFP 02-2023 SDDT Healthy Communities Support Grants – San Francisco Public Health Foundation \(sfphf.org\)](#) - Deadline November 16, 2023
 - SDDT Dashboard has been launched on [SF's Soda Tax Supports | \(sodatax-sf.org\)](#)
 - Tentative In Person SDDTAC meeting January 10 or 17, 2024
 - Overview of SDDTAC Budget Process will be provided at SDDTAC November 2023 Meeting
6. 5 Year Soda Tax Celebration Events Debrief [discussion and possible action]
Staff share that all 5-year soda tax events have been completed.
 - Community Event @ Florence Fang Community Garden – well attended by community members, former and current SDDTAC members, performances, tabling and farm tours
 - Grand Rounds @ ZSFG – ~ in person and 120 virtual attendees
 - Youth Event @ June Jordan School for Equity – 60 participants

- Policy Webinar – 60 participants logged on
7. Continuation Discussion of SDDTAC Sunset/Extension [discussion and possible action]

Members agree to continue discussion and develop an outline for SDDTAC members to review of restructuring SDDTAC closer to 2028. Members will review at future meetings SDDTAC interviews conducted by Raimi & Associates staff as well as any discussions/recommendations from the 5-year soda tax policy webinar.
 8. Infrastructure Subcommittee Budget Recommendations Process [discussion and possible action]

Members agree to review subcommittee budget recommendations process during next meeting.
 9. Review of Subcommittee Work Plan and Responsibilities (Chair Transition) [discussion and possible action]

Members review subcommittee work plan due to subcommittee chair transition. All work plan tasks are up to date.
 10. Discuss possible agenda items for December Meeting [discussion and possible action]
 - Budget Recommendation Discussions
 11. Announcements

Recreation & Park Department - Annual tree lighting on Thursday, December 7th at McLaren Lodge
4pm - 9pm
 12. Adjourn

Tiffany motions to adjourn. Linda seconds. Meeting is adjourned at 2:05pm.

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.

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.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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 Administrator
City Hall – Room 244 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683,
415-554-7724 (Office); 415-554-7854 (Fax), E-mail: SOTF@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City’s website at www.sfgov.org. Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Family Violence Council/Mayor’s Task Force on Anti-Human Trafficking. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Minouche Kandel 415-252-3203, or minouche.kandel@sfgov.org at least 48 hours in advance of the meeting. Late requests will be honored if possible.

DISABILITY ACCESS

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.

Mayor’s Task Force on Anti-Human Trafficking meetings are held in Room 305 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco. City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances.

Assistive listening devices, American Sign Language interpreters, readers, large print agendas or other accommodations are available upon request. Please make your requests for accommodations to Minouche Kandel (415) 252-3203, or minouche.kandel@sfgov.org. Requesting accommodations at least 72 hours prior to the meeting will help to ensure availability.

LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: sfgov.org/ethics.

SDDTAC Recommendations FY 23-24 and FY 24-25

| | SDDTAC Rx FY 23-24 | Mayor’s Final FY 23-24 Budget | SDDTAC Rx FY 24-25 | Mayor’s Final FY 24-25 Budget |
|-------------------------------|-------------------------------|--|-------------------------------|--|
| COMMUNITY-BASED GRANTS | | | | |

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|--|--------------------|--------------------|--------------------|--------------------|
| Health education, food security, physical activity | \$3,000,000 | \$3,000,000 | \$3,050,000 | \$3,000,000 |
| Food As Medicine MediCal Waiver Program | \$200,000 | | | |
| CBOs working with SFUSD | \$305,000 | \$300,000 | \$305,000 | \$300,000 |
| TOTAL COMMUNITY BASED GRANTS | \$3,505,000 | \$3,300,000 | \$3,355,000 | \$3,300,000 |
| SFUSD | | | | |
| School Food, Nutrition Ed | \$1,170,000 | \$1,135,000 | \$1,245,000 | \$1,135,000 |
| Student Led Action | \$535,000 | \$225,000 | \$535,000 | \$225,000 |
| TOTAL SFUSD | \$1,705,000 | \$1,360,000 | \$1,780,000 | \$1,360,000 |
| FOOD ACCESS | | | | |
| Healthy Food Purchasing Supplement | \$1,540,000 | \$1,000,000 | \$1,565,000 | \$1,000,000 |
| Healthy Retail | \$190,000 | \$150,000 | \$240,000 | \$150,000 |
| TOTAL FOOD ACCESS | \$1,730,000 | \$1,150,000 | \$1,805,000 | \$1,150,000 |
| ORAL HEALTH | | | | |
| Community task forces | \$450,000 | \$450,000 | \$450,000 | \$450,000 |
| School-based sealant application | \$350,000 | \$363,893 | \$350,000 | \$373,726 |
| School-based education and case management | \$200,000 | \$200,000 | \$200,000 | |
| TOTAL ORAL HEALTH | \$1,000,000 | \$1,013,893 | \$1,000,000 | \$823,726 |
| INFRASTRUCTURE | | | | |
| Marketing/Promotion/Outreach | \$145,000 | | \$145,000 | |
| Evaluation/Research/Data, Capacity Building | \$272,000 | | \$272,000 | |
| Staffing | \$528,000 | | \$528,000 | |
| TOTAL INFRASTRUCTURE | \$945,000 | \$850,728 | \$945,000 | \$865,928 |
| WATER ACCESS | | | | |
| Water Access - SFUSD | \$100,000 | \$340,000 | \$100,000 | \$340,000 |
| Water Access - Public Spaces | \$100,000 | | \$100,000 | |
| TOTAL WATER ACCESS | \$200,000 | \$340,000 | \$200,000 | \$340,000 |
| PHYSICAL ACTIVITY & WELLNESS (Recreation & Parks) | | | | |
| Peace Parks | \$650,000 | \$670,000 | \$650,000 | \$670,000 |
| SVIP Funding – Peace Parks Transportation | \$225,000 | | \$225,000 | |
| REQUITY: Outreach, Scholarships, Equity in Recreation | \$800,000 | \$2,008,734 | \$800,000 | \$2,009,647 |
| TOTAL RECREATION & PARKS | \$1,675,000 | \$2,678,734 | \$1,675,000 | \$2,679,647 |
| LACTATION | | | | |
| Lactation CBO Grants | \$160,000 | | \$160,000 | |
| Lactation Coalition | \$80,000 | | \$80,000 | |

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| TOTAL LACTATION | \$240,000 | - | \$240,000 | - |
| TOTAL ALLOCATION | \$11,000,000 | \$10,693,355 | \$11,000,000 | \$10,519,301 |

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| | Budget Descriptions: SDDTAC recommends investing in strategies that support mental health and wellbeing and workforce pathways for impacted/priority populations. |
| COMMUNITY-BASED GRANTS | 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: 1. Health Education activities including, chronic disease prevention, healthy eating and active living, tap water promotion, oral/dental health 2. Physical Activity opportunities, including: a) Dance and movement, sports, yoga, walking groups, biking, etc.; b) 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 3. 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. 4. Water Promotion, such as support for Spa Water Supplies, station maintenance/beautification, refillable water bottles to distribute to communities, water testing 5. Community Based Participatory Research |
| Health education, food security, physical activity | |
| Food As Medicine MediCal Waiver Program | One time infrastructure and capacity building grants for community based food organizations to prepare them to contract with health plans, use medical coding and billing, share confidential patient information, and other areas needed to access Medi-Cal funding for meals and groceries and nutrition services rendered. |
| CBOs working with SFUSD | Recommend 3% of all CBO funding go towards CBOs implementing programs/initiatives that take place in school settings. Funding to issue grants to CBOs should follow the guidelines above. |
| SFUSD | |
| 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. Funding to also support adequate staffing for implementation. |
| Educational Investments | Educational investments across lifespan. Scholarships and other supports in higher education in health field for Priority Populations. |
| FOOD ACCESS | |
| Healthy Food Purchasing Supplement | Support programs that increase financial resources to purchase healthy food such as vouchers and food purchasing incentives. These funds should be RFPed out to CBOs and FBOs. 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; food that are affordable and convenient; and programs that support the |

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| | 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. |
| 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. |
| ORAL HEALTH | |
| 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 | |
| INFRASTRUCTURE | |
| Marketing/Promotion/Outreach | Funds to DPH/CBOs/Private media firms to support media and communications that include 1) grassroots, community-driven awareness campaigns about the intent of the SDDT and the impact of the allocated funds; 2) city-wide communications campaign highlighting the impact and importance of the SDDT; 3) communications materials for merchants; and 4) and communicate the harmful impact of sugary drinks and healthy alternatives. Examples include community-driven, messaging, print, online, and social media campaigns. This also includes regular communication to SF Board of Supervisors, Mayor’s Office, Board of Education and other elected officials via newsletters and other mechanisms. |
| DPH Infrastructure | <p>A. Personnel</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. Manage citywide/soda tax impact media. c. Manage development/production 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/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. Professional services including: i) technical assistance for funded CBO and FBO; ii) evaluation to develop framework and evaluate city agencies, CBO and FBO, and process evaluation from applicants, etc., iii) city attorney to provide ongoing technical consultation; iv) project management agency to offset fiscal intermediary costs.</p> <p>C. Materials/Supplies for meetings and printing costs</p> <p>D. Training to support staff development</p> <p>E. Data for collection (pricing), analysis (Nielsen) and purchase (IRI)</p> |
| WATER ACCESS | |

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| Water Access - SFUSD | SFUSD water station installation. Also, invest in signage and art to 3 stations to pilot evidence-based community informed model for what designs should be and water education. Allows for comparison of usage between pilot stations with art work/education and those without. |
| Water Access - Public Spaces | Public water station installation. Also, invest in signage and art to 3 stations to pilot-evidence based community informed model for what designs should be and water education. Allows for comparison of usage between pilot stations with artwork/education and those without. |
| RECREATION & PARKS PHYSICAL ACTIVITY & WELLNESS | |
| Peace Parks | To support staffing and supplies, including healthy food, for Peace Parks programs in target populations. |
| SVIP: Peace Parks Transportation | Transportation for Peace Parks participants |
| REQUITY: Outreach, Scholarships, recreation equity | Requity offers free dynamic, engaging, and culturally-relevant recreation programming to youth under 18 living in shelters, foster care, public housing, or in housing developments. Through a combination of onsite and hyper-local program, coupled with extensive outreach, Requity increases access to and participation in RPD's existing programs and scholarships by educating and informing families on what RPD can offer them. |
| BREASTFEEDING | 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 will also support community based organizations that are already supporting breastfeeding. |

* 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 ADDBACKS 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 |

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| Congregate Meal Program | HSA | Congregate Meal Program A | 75,000 |
| Congregate Meal Program | HSA | Congregate Meal Program B | 75,000 |
| | | TOTAL | 1,157,000 |

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