



SF Environment

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A Department of the City and County of San Francisco

Mark Farrell
Mayor

Deborah O. Raphael
Director

**City and County of San Francisco
Commission on the Environment**

SPECIAL MEETING MINUTES APPROVED

**Wednesday, February 21, 2018, 2:00 P.M.
Port of San Francisco Offices – Bayside Conference Room
Pier 1, The Embarcadero, San Francisco, CA 94111**

COMMISSION MEMBERS: Elmy Bermejo (President), Johanna Wald (Vice President), Eddie Ahn, Lisa Hoyos, Heather Stephenson and Sarah Wan.

ORDER OF BUSINESS

Public comment will be taken before the Commission takes action on any item.

1. Call to Order and Roll Call.

The Commission on the Environment meeting was convened at 2:03 p.m.

Present: Commissioners Bermejo, Wald, Ahn, Hoyos and Stephenson. Excused: Commissioner Wan.

2. President's Welcome. (Discussion)

President Bermejo welcomed attendees and discussed the meeting agenda.

Public Comment:

Kurtis Wu discussed divestment from fossil fuels.

3. Approval of Minutes of the January 23, 2018 Commission on the Environment Meeting.
(Explanatory Documents: January 23, 2018 Draft Minutes) (Discussion and Action)

Commissioner Ahn requested an amendment to Item 8 to clarify that Commission Wald seconded the amendment instead of Commissioner Ahn.

Upon a motion by Commissioner Wald and a second by Commissioner Stephenson, the January 23, 2018 meeting minutes were approved as amended without objection. (Ayes: Commissioner Bermejo, Wald, Ahn, Hoyos and Stephenson; Noes: None; Absent: Commissioners Wan)

There was no public comment.

- 4. General Public Comment:** Members of the public may address the Commission on matters that are within the Commission's jurisdiction and are not on today's agenda.

There was no public comment.

- 5. Review and vote on approval of the Commission on the Environment's 2017 Draft Annual Report.** Sponsor: Deborah Raphael, Director; Speaker: Anthony Valdez, Commission Secretary (Explanatory Document: Draft 2017 Commission on the Environment Annual Report) (Discussion and Action)

Deborah Raphael, Director, introduced the item.

Anthony Valdez, Commission Secretary, discussed the 2017 Draft Annual Report sections including an in memoriam for Mayor Lee, a description of the Commission, a letter from the President, a section celebrating the 20th Anniversary of the Commission, 2017 Commission highlights, descriptions of the work of the Policy and Operations Committees, recipients of the Environmental Service Award and a legislative summary.

Commissioner Bermejo thanked the staff and expressed appreciation for the in memoriam.

Commissioner Wald asked about past reports being merged with the Department on the Environment's Annual Report and discussed the dissemination of the report.

Upon a motion by Commissioner Stephenson and a second by Commissioner Ahn, the Commission on the Environment's 2017 Draft Annual Report was approved without objection. (Ayes: Commissioner Bermejo, Wald, Ahn, Hoyos and Stephenson; Noes: None; Absent: Commissioners Wan)

There was no public comment.

- 6. Review and vote on approval of Resolution File No. 2018-03-COE urging the US Environmental Protection Agency to continue implementing the United States' Clean Power Plan.** Sponsor: Deborah Raphael, Director; Speaker: Charles Sheehan, Policy and Communications Director (Explanatory Document: Resolution File 2018-03-COE Clean Power Plan) (Discussion and Action)

Deborah Raphael, Director, welcomed Charles Sheehan, Policy and Communications Director, to the Department of the Environment and introduced the item.

Charles Sheehan, Policy and Communications Director, discussed the United States Clean Power Plan, a proposal by the United States Environmental Protection Agency to alter the United States Clean Power Plan and plans to express opposition to the proposal.

Commissioner Bermejo asked about the United States Environmental Protection Agency public comment hearing locations.

Commissioner Hoyos discussed the United States Environmental Protection Agency public comment hearing locations.

Commissioner Wald proposed an amendment to page 1, line 8 to add the word "help" after the word "to."

Commissioner Ahn discussed the importance of recognizing vulnerable communities.

Upon a motion by Commissioner Hoyos and a second by Commissioner Wald, Resolution File No. 2018-03-COE was approved as amended without objection. (Ayes: Commissioner Bermejo, Wald, Ahn, Hoyos and Stephenson; Noes: None; Absent: Commissioners Wan)

There was no public comment.

7. Presentation providing overview of laws governing the conduct of Commission on the Environment meetings. Sponsor: Deborah Raphael, Director; Speaker: Neha Gupta, Deputy City Attorney, Office of the City Attorney (Discussion)

Deborah Raphael, Director, introduced the item.

Neha Gupta, Deputy City Attorney, Office of the City Attorney, discussed laws governing the conduct of Commission on the Environment meetings including a definition of a meeting, examples of meetings, noticing of meetings, agenda requirements, rights of the public, conduct of meetings and unlawful meetings.

Commissioner Stephenson asked about quorum for committees.

Commissioner Wald asked if two commissioners who are not on a committee can meet for lunch.

Director Raphael asked about the meeting of two commissioners on the same committee.

Commissioner Wald asked if there can be a meeting of two commissioners on the same committee if there is not food or drinks.

Commissioner Bermejo asked about two commissioners on the same committee meeting socially outside a meeting.

Commissioner Ahn asked about exemptions for social or recreational gatherings for quorum requirements.

Commissioner Hoyos asked about the public noticing process for a social gathering that constitutes a quorum and about the ability for commissioners to converse and ask questions of members of the public who are giving public comment.

Director Raphael asked about discussion during the new business agenda item.

Commissioner Wald asked about how to notify the public about discussion during the new business agenda item.

Commission Secretary Valdez asked about discussion during the director's report agenda item.

Commissioner Wald asked about the description that follows the director's report on the Commission on the Environment agenda.

There was no public comment.

- 8. Presentation on the results of the 2016-2020 Department of the Environment Strategic Plan Community Meetings.** Sponsor: Deborah Raphael, Director; Speakers: Donnie Oliveira, Outreach Program Manager; Asia Meshack, Senior Strategist for Outreach and Communications; Doug Streblow, Engagement Coordinator; Margaret McCarthy, Senior Transportation Marketing Specialist (Explanatory Document: Updated 2016-2020 Department of the Environment Strategic Plan and Workshop Summaries) (Discussion)

Deborah Raphael, Director, introduced the item.

Donnie Oliveira, Outreach Program Manager, discussed the San Francisco Department of the Environment Strategic Plan and the Strategic Plan roadmap.

Anthony Valdez, Commission Secretary, discussed an overview of the Strategic Plan community meetings.

Asia Meshack, Senior Strategist for Outreach and Communications, discussed findings from the seniors in the Bayview Hunters Point Neighborhood, families in the Mission District, families in the Portola District and Innovators workshops.

Doug Streblow, Engagement Coordinator, discussed the findings from the Small Business, Environmentalists and Young Adults workshops.

Donnie Oliveira, Outreach Program Manager, discussed what was learned.

Margaret McCarthy, Senior Transportation Marketing Specialist, discussed key themes, takeaways that informed the Strategic Plan, key points of validation, connecting the dots, shifting the frame, influence on family, influence on information gap and acknowledging leaders.

Anthony Valdez, Commission Secretary, discussed the Department's key performance metrics.

Donnie Oliveira, Outreach Program Manager, discussed next steps.

Commissioner Stephenson asked about the feedback asking about the Department's response to the request at the meetings for more education and outreach, the perceived connection between a clean city and a green space and how to get more funding for successful programs.

Commissioner Hoyos asked about the intersection between cleanliness and the Department of the Environment.

Commissioner Ahn asked about modeling the community meeting process with other City agencies.

Commissioner Wald asked about using metrics to convey the work of the Department and developing metrics that can be used to convey the agency interconnectivity to address environmental issues.

There was no public comment.

- 9. Director's Report.** Updates on Department of the Environment administrative and programmatic operations relating to Budget Planning, Strategic Planning, Clean Air/Transportation, Climate, Energy, Public Outreach and Education, Environmental Justice, Habitat Restoration, Green Building, Zero Waste, Toxics Reduction, and Urban Forestry. Speaker: Deborah Raphael, Director (Discussion)

Deborah Raphael, Director, discussed a community dialogue in District 3 with Supervisor Peskin and the San Francisco Public Works, the Green Business Awards Ceremony, the biodiversity resolution's introduction at the Board of Supervisors, a hearing on the Cigarette Butt Pilot and the Women4Climate Summit in Mexico City.

There was no public comment.

- 10. Announcements.** (Discussion)

There were no announcements.

There was no public comment.

- 11. New Business/Future Agenda Items.** Speaker: Charles Sheehan, Policy and Communications Director (Discussion and Possible Action)

Charles Sheehan, Policy and Communications Director, discussed the March 14, 2018 Special Commission on the Environment meeting and the items that planned to be discussed including the Department's Racial Equity Initiative, a presentation on the Department's LED giveaway initiative and the approval of a San Francisco Carbon Grant.

There was no public comment.

- 12. Adjournment.**

The meeting was adjourned at 4:31 p.m.

The next meeting of the Commission on the Environment is scheduled for Wednesday, March 14, 2018, 5:00 p.m. at City Hall, Room 416.

** Copies of explanatory documents are available at (1) the Commission's office, 1455 Market Street, Suite 1200, San Francisco, California, 94103 between the hours of 9 a.m. and 5 p.m., Photo identification is required for entry to the building. (2) on the Commission's website <http://www.sfenvironment.org/commission>; (3) upon request to the Commission Affairs Manager, at telephone number 415-355-3709, or via e-mail at Anthony.E.Valdez@sfgov.org. If any materials related to an item on this agenda have been distributed to the Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or will be made available on the Commission's website <http://www.sfenvironment.org/commission> as attachments to the agenda or meeting minutes.

Posted: April 3, 2018