



**SF Environment**

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A Department of the City and County of San Francisco

London N. Breed  
Mayor

Tyrone Jue  
Acting Director

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

**MEETING MINUTES DRAFT**

**Tuesday, July 26, 2022, at 5:00 PM**  
**City Hall, Room 416**  
**One Dr. Carlton B. Goodlett Jr. Place**  
**San Francisco, CA 94102**

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**COMMISSION MEMBERS:** Eddie Ahn (President), Heather Stephenson (Vice President), Elmy Bermejo, Austin Hunter, Mike Sullivan, Johanna Wald, and Sarah Wan.

**ORDER OF BUSINESS**

**Public comment will be taken on each agenda item involving discussion or action before the Commission takes action on that item.**

**1. Call to Order and Roll Call.**

The meeting was called to order at 5:06 p.m.

Present: Commissioners Eddie Ahn, Elmy Bermejo, Austin Hunter, Heather Stephenson, Mike Sullivan, and Johanna Wald.

Excused: Commissioner Sarah Wan.

**2. Review and vote on whether to approve Resolution File 2022-04-COE, Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e).** (Explanatory Document: Resolution File 2022-04-COE) (Discussion and Action)

Public Comment: David Pilpel described concerns related to the video feed.

Upon a motion by Commissioner Wald and a second by Commissioner Bermejo, the resolution was approved without objection. (Ayes: Commissioners Ahn, Bermejo, Hunter, Stephenson, Sullivan, and Wald; Noes: None; Absent: Commissioner Wan)

**3. President's Welcome.** (Discussion)

President Ahn delivered the land acknowledgment and welcomed attendees to the meeting.

There was no public comment.

4. **Approval of Minutes of the May 24, 2022, Commission on the Environment Meeting.**  
(Explanatory Document: May 24, 2022, Draft Minutes) (Discussion and Action)

Public Comment: David Pilpel expressed approval of the draft minutes.

Upon a motion by Commissioner Sullivan and a second by Commissioner Hunter, the minutes were approved without objection. (Ayes: Commissioners Ahn, Bermejo, Hunter, Stephenson, Sullivan, and Wald; Noes: None; Absent: Commissioner Wan)

5. **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.

6. **Presentation of the Commission on the Environment – Environmental Service Award to Chris Geiger.** (Discussion)

Commissioner Wald presented the Environmental Service Award to Dr. Chris Geiger.

Acting Director Tyrone Jue and Jen Jackson, Toxics Reduction Program Manager, described Dr. Geiger's work on behalf of the City.

Public Comment: David Pilpel thanked Dr. Geiger for his service.

Commissioners posed for photographs with Dr. Geiger.

7. **Update on 2021 Climate Action Plan Implementation and Building Decarbonization Policy.**  
Speakers: Cyndy Comerford, Climate Program Manager, and Richard Chien, Senior Environmental Specialist. (Discussion)

Cyndy Comerford and Richard Chien provided an update on the implementation of the Climate Action Plan and discussed San Francisco's building decarbonization policies.

Commissioner Sullivan and Cyndy discussed the use of heat pumps as a part of the City's electrification strategy.

Commissioner Hunter and Cyndy discussed additional measures that may be needed to meet the City's climate goals.

Commissioner Hunter and Richard discussed interdepartmental collaboration to support Climate Action Plan implementation.

Commissioner Stephenson and Cyndy discussed neighborhood electrification efforts.

President Ahn and Cyndy discussed incentive funding for low-income building decarbonization.

Public Comment: Barry Hermanson discussed his personal experience using a heat pump. Paul Wermer discussed alternatives to heat pumps in dense urban settings. Garen Checkley inquired about the availability of data on carbon emissions and decarbonization strategies.

Judd Holtzman expressed support for increased collaboration with various public agencies, and described the need for buy-in from heat pump contractors.

8. **Presentation on the Safety and Resilience Element Update to the San Francisco General Plan.** Speakers: AnMarie Rodgers, Citywide Division Director, and Danielle Ngo, Senior Planner for Resilience and Sustainability, San Francisco Planning Department. (Explanatory Document: San Francisco Planning Department Memo) (Discussion)

Danielle Ngo and AnMarie Rodgers presented on the Safety and Resilience Element update to the San Francisco General Plan.

President Ahn and Danielle discussed the Environmental Justice Communities Map.

Commissioner Bermejo and Danielle discussed the Planning Commission and the Board of Supervisors' support for the General Plan.

Commissioner Hunter and Danielle discussed items to be removed from the General Plan.

There was no public comment.

9. **Discussion on Commission Role in Selecting New Department Director.** Speaker: Eddie Ahn, Commission President. (Discussion and Possible Action)

President Ahn discussed the Commission's role in the Department of the Environment Executive Director recruitment process.

Kate Howard, Managing Deputy Director at the Department of Human Resources, confirmed that one prequalified executive recruitment firm has expressed interest in supporting the recruitment effort, and discussed the recruitment process proposed by the firm.

Commissioner Hunter and Kate discussed the firm's experience supporting executive recruitment efforts at other City departments and the cost of executive recruitment efforts.

President Ahn and Commissioner Wald discussed the composition of a search committee that would support the recruitment effort.

Commissioner Wald and Sarah Crowley, Deputy City Attorney, discussed open meeting requirements.

Commissioner Sullivan expressed support for granting the full Commission the opportunity to evaluate finalists for the Executive Director position.

President Ahn and Commissioner Sullivan discussed the need for flexibility in determining the composition of a search committee.

Sarah and Charles Sheehan, Chief Policy and Public Affairs Officer, confirmed that the membership of a search committee can be determined at a later date.

Commissioners Wald and Sullivan discussed the importance of including a member of Department of the Environment staff on a search committee.

Commissioner Stephenson and President Ahn discussed setting a deadline for determining the composition of a search committee.

Commissioner Stephenson and Kate discussed alternatives to the recruitment firm that has expressed interest in supporting the recruitment effort.

Commissioner Wald expressed interest in testimonials from organizations that have partnered with the recruitment firm.

Commissioners Sullivan and Wald discussed whether Department staff and advisory members of a search committee would be voting members of the committee. Sarah confirmed that Department staff and advisory members can be voting members of a committee.

President Ahn recommended creating a search committee that would constitute up to three commissioners, one member of Department of the Environment staff, and up to two advisory members to select the recruitment firm and support other tasks related to the Executive Director recruitment process. President Ahn added that the committee members would be appointed by the Commission President.

Public Comment: David Pilpel described concerns related to the creation of a search committee and discussed best practices for the Executive Director recruitment process.

Upon a motion by Commissioner Wald and a second by Commissioner Bermejo, a motion to constitute a search committee as recommended by President Ahn was approved without objection. (Ayes: Commissioners Ahn, Bermejo, Hunter, Stephenson, Sullivan, and Wald; Noes: None; Absent: Commissioner Wan)

President Ahn ordered Item 12 to be moved next in the agenda.

## 12. **Director's Report.** (Discussion)

### a. **Update on the Department of the Environment Budget.** Speaker: Cyndy Comerford, Climate Program Manager.

Cyndy Comerford discussed how funding awarded to the Department of the Environment through the Board of Supervisors' addback process will be used to implement the Climate Action Plan.

Commissioner Wald recommended that the Commission distribute a letter thanking supporters of the addback. Acting Director Jue confirmed he will coordinate with President Ahn on a letter.

Commissioner Wald and Acting Director Jue discussed tracking contract and grant expenditures related to the Climate Action Plan.

Commissioner Hunter, Cyndy, and Acting Director Jue discussed funding for cost assessments related to the Climate Action Plan.

### b. **New Staff Introductions.** Speaker: Tyrone Jue, Acting Director.

Dr. Shoba Iyer, Senior Municipal Toxics Reduction Coordinator; Diana Maneta, Building Decarbonization Coordinator; Jesus Lozano, Urban Forestry Council Coordinator; Meera Parthasarathy, Energy Specialist; and Stephen Wilson, Web Experience and Strategy Coordinator, introduced themselves to Commissioners. Jack Macy also introduced himself in his new role as Program Manager for Zero Waste.

Public Comment: David Pilpel described concerns related to the distribution of new staff positions funded through the addback.

**10. Update on Public Integrity Review Preliminary Assessment.** (Discussion)

- a. **Update on Implementation of Public Integrity Review Preliminary Assessment Recommendations.** Speaker: Tyrone Jue, Acting Director. (Explanatory Document: Public Integrity Review Preliminary Assessment, San Francisco Department of the Environment's Relationship with Recology and Lack of Compliance with Ethics Rules)

Acting Director Jue provided an update on the implementation of Public Integrity Review Preliminary Assessment recommendations.

Commissioner Wald expressed concerns about the use of the word "Completed" to describe the implementation status of certain recommendations.

- b. **Presentation on Grants and Contracts Process.** Speaker: David Kashani, Contracts and Grants Manager.

David Kashani presented on processes related to the administration of MOUs, incoming funding, grants, and contracts at the Department of the Environment.

President Ahn and David discussed contracts with Recology concerning landfill disposal and Household Hazardous Waste collection.

Commissioner Hunter and Kyle Wehner, Commission Affairs Officer, discussed oversight of contracts at comparable City commissions.

Commissioners Hunter, Bermejo, and Sullivan discussed potential thresholds for Commission approval of grants and contracts. President Ahn and Commissioner Stephenson discussed increasing oversight of contracts with Recology.

Acting Director Jue discussed the approval process for the Department's landfill contract with Recology.

Commissioner Wald, David, and Acting Director Jue discussed the distinction between incoming and outgoing funding.

Commissioner Hunter requested a list of contracts and grants from the 2021-22 fiscal year. David confirmed a list will be made available.

Public Comment: Francisco Da Costa discussed the importance of a transparent and competitive grant-making process. David Pilpel discussed preferred thresholds for Commission approval of grants and contracts, and related reporting requirements.

**11. Review and vote on whether to approve Resolution File 2022-05-COE, Resolution Directing the Department of the Environment to Comply with Gift Regulations and to Ensure Transparency of Relationships with Non-City Organizations.** (Explanatory Documents: Resolution File 2022-05-COE, Resolution Directing the Department of the Environment to Comply with Gift Regulations and to Ensure Transparency of Relationships with Non-City Organizations, and Executive Directive 20-02) (Discussion and Action)

Acting Director Jue described the goals of the resolution.

Public Comment: David Pilpel discussed amending the Commission's bylaws to formalize oversight of gift regulations.

Upon a motion by Commissioner Sullivan and a second by Commissioner Bermejo, the resolution was approved without objection. (Ayes: Commissioners Ahn, Bermejo, Hunter, Stephenson, Sullivan, and Wald; Noes: None; Absent: Commissioner Wan)

13. **Committee Reports.** (Discussion)

Commissioner Sullivan gave a report on the Policy Committee.

Commissioner Hunter gave a report on the Operations Committee.

There was no public comment.

14. **New Business/Future Agenda Items.** Speaker: Charles Sheehan, Chief Policy and Public Affairs Officer. (Discussion)

Charles Sheehan reviewed the schedule for future meetings and potential agenda items.

Public Comment: David Pilpel discussed rescheduling the next Commission meeting in light of the Rosh Hashanah holiday.

15. **Adjournment.**

The meeting was adjourned at 8:56 p.m.

Kyle Wehner, Commission Affairs Officer  
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