



**SF Environment**

**Our home. Our city. Our planet.**

A Department of the City and County of San Francisco

London N. Breed  
Mayor

Deborah O. Raphael  
Director

**City and County of San Francisco  
Commission on the Environment  
[Policy Committee\\*](#)**

**MEETING MINUTES DRAFT**

**Monday, November 8, 2021 at 5:00 PM  
Remote meeting via web conference**

**Due to the COVID-19 health emergency and to protect Commissioners, SFE staff, and members of the public, the Commission on the Environment's Meeting Room (Room 416) is closed.**

**Please see the information on the next page for remote meeting access.**

COMMITTEE MEMBERS: Commissioners Mike Sullivan (Chair), Elmy Bermejo, and Johanna Wald.

**ORDER OF BUSINESS**

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

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

The meeting of the Commission on the Environment Policy Committee was convened at 5:00 p.m.  
Present: Commissioners Mike Sullivan, Elmy Bermejo, and Johanna Wald

- 2. Review and vote on whether to approve Resolution File 2021-07-COE-PC, Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e).**  
Speaker: Katie Chansler, Commission Affairs Officer (Explanatory Document: Resolution File 2021-07-COE-PC) (Discussion and Action)

The Committee will consider adoption of a resolution making findings that newly-enacted Government Code Section 54953(e) requires in order to allow the Committee to hold meetings remotely, as currently required under local law, without complying with infeasible Brown Act requirements.

Commissioner Wald asked why this is required to be done every 30 days and why it doesn't cover a longer period.

Katie said that 30 days is the current guidance but that she would check to see what is possible.

There was no public comment.

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

3. **Approval of minutes of the October 4, 2021 Commission on the Environment Policy Committee meeting.** (Explanatory Document: October 4, 2021 Draft Minutes) (Discussion and Action)

There was no public comment.

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

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

There was no public comment.

5. **Overview of Proposed Updates to Chapter 7 of the Environment Code: Green Building Requirements for City Buildings.** Sponsor: Deborah Raphael, Director; Speaker: Eden Brukman, Senior Green Building Coordinator. (Discussion)

Director Raphael introduced the item.

Eden presented on the proposed updates.

Magdalena Ryor, Public Works, spoke about her experience working on Chapter 7 and on the Municipal Green Building Task Force.

Commissioner Wald acknowledged the high quality of presentations and asked about the relationship between the City's environment code and state level requirements.

Eden explained the opportunities to build off state level requirements and push municipal requirements forward.

Director Raphael gave an example of private sector LEED requirements and measures.

Eden added additional information on the requirements that are in place.

Commissioner Wald asked about the process for influencing state level requirements.

Eden confirmed that these updates are a way to contribute to state policies.

Magdalena added that other cities have also been leaders in this area.

Commissioner Bermejo agreed that the presentation had been very thorough and high quality.

Commissioner Sullivan asked about what is changing in the code and if there is anything particularly noteworthy.

Eden clarified which items are new and which have evolved.

Commissioner Sullivan asked about how feedback was collected.

Eden said that most questions were around new additions to the code.

Commissioner Sullivan asked which Director is responsible for issuing the waivers.

Eden said that waivers are issued by the Director of SF Environment or the individual departments if it is an emergency.

Director Raphael elaborated on the waiver process and asked Magdalena to speak about her role in Public Works.

Magdalena explained the organizational chart and how all groups work together.

Director Raphael spoke about the importance of collaboration.

There was no public comment.

**6. Update on Implementation of the Safe Drug Disposal Ordinance.** Sponsor: Deborah Raphael, Director; Speaker: Christopher Lester, Special Waste Disposal Analyst. (Discussion)

Director Raphael introduced the item.

Christopher presented an update on the Safe Drug Disposal program.

Nate Pelczar, California Product Stewardship Council, spoke about policies at the state level.

Director Raphael asked about next steps for implementation at the state level.

Nate spoke about the checklists for approval and the timeline.

Commissioner Bermejo asked if funding was attached to the state policies for language access.

Nate said that producers are responsible for developing organizations to act on this and provide educational materials in other languages.

Christopher added that the City has five required languages for outreach.

Commissioner Wald asked if the program has been successful in a short amount of time and if there are any lessons learned.

Nate shared some lessons learned and takeaways.

Commissioner Wald asked if there are metrics on how many prescriptions are written in San Francisco.

Christopher said that it is hard to obtain those metrics.

Director Raphael asked if there is a way to know what percentage of residents are using all of their medications.

Christopher said that is hard to find.

Commissioner Sullivan asked if there is a particular example that stands out.

Nate spoke about a study done to look for pharmaceuticals in plants and animals.

Christopher spoke more about the negative impacts.

Commissioner Sullivan asked how the medications are being disposed.

Nate confirmed that they are incinerated.

Christopher added that this is what is required from the EPA.

Commissioner Wald asked about partnerships with the pharmacies.

Christopher spoke about requirements for outreach.

Nate added more about the importance of public education.

There was no public comment.

7. **Director's Update.** Deborah Raphael, Director (Discussion)

Director Raphael gave updates on returning to the office and upcoming events.

Commissioner Sullivan asked if there is a timeline for the new garbage receptacles.

Director Raphael said that it is a long timeline including testing and research.

There was no public comment.

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

Charles listed upcoming meeting dates and potential future topics.

There was no public comment.

9. **Adjournment.**

The meeting was adjourned at 7:01pm.

**The next meeting of the Commission on the Environment Policy Committee is scheduled for Monday December 13, 2021, at 5:00 p.m. In compliance with the San Francisco Health Officer's Order No. C19-07 directing all individuals to "shelter in place," and in compliance with the Mayor's emergency**

**orders regarding the conduct of City meetings, public meetings of the Commission on the Environment and its committees will continue on a remote conferencing basis only at this time.**

**Find out about upcoming deadlines, public hearings and meetings. Search the [SFEnvironment.org](https://www.sfenvironment.org) website archived minutes and agenda**

\*If a quorum of the Commission on the Environment is present, it will constitute a Special Meeting of the Commission on the Environment. The Commission Affairs Manager shall make a note of it in the minutes, and discussion shall be limited to items noticed on this agenda.

## **Remote Access to Information and Participation**

This meeting will be held remotely using video conferencing, through the WebEx Meetings platform, and by telephone for members of the public who are unable to attend using computers or smart devices.

## **Attending the Meeting: Watch or Listen**

Members of the public have the following options for attending the meeting:

Option 1: Watch the meeting using a computer or smart device by clicking on the following link:

**<https://ccsf.webex.com/ccsf/onstage/g.php?MTID=eb7539532d6726657113a59a2f8889b2c>**

- If you are able to and would like to watch via your computer, please follow these instructions: i) Click on the link above; ii) Enter your first name, last name, and email address if desired; iii) Click "Join by Browser" (directly beneath the "Join Now" button);
- If you are able to watch via your smart mobile device: i) Download the Webex Meetings application; ii) Click on the link above; iii) Click "Join"; iv) Enter your name and email; v) Click "Ready to Join".

Option 2: Join the meeting by phone if you do not have access to a computer or smart device.  
Dial: **415-655-0001** and then enter the Access Code: **2483 562 8693**

## **Participating During Public Comment**

Members of the public will have opportunities to participate during public comment. The public is asked to wait for the particular agenda item before making a comment on that item. Comments will be addressed in the order they are received. When the moderator announces that the Committee is taking public comment, members of the public can:

Dial: **415-655-0001** and then enter the Access Code: **2483 562 8693**

- 1) Participate over the phone by pressing **\*3** (this step is very important, as it will activate the "Raise Hand" icon in the Participant window).

Depending on the number of people also in line ahead of you, you may have to wait before it is your opportunity to speak. When it is your turn, you will be notified that your line has been unmuted, and it will be your opportunity to speak. Your line will be muted again when your allotted time expires.

In accordance with Governor Gavin Newsom's statewide order for all residents to "Stay at Home" - and the numerous local and state proclamations, orders and supplemental directions - aggressive directives have been issued to slow down and reduce the spread of the COVID-19 virus. Copies of explanatory documents are available at 1) on the Commission's website <http://www.sfenvironment.org/commission>; (2) upon request to the Commission Affairs Officer, at telephone number 415-355-3709, or via e-mail at [katie.chansler@sfgov.org](mailto:katie.chansler@sfgov.org).

### **Important Information**

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.

NOTE: Persons unable to attend the meeting may submit to the Committee, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of Committee Members. Any written comments should be sent to: Commission Affairs Officer, Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 by 5:00 p.m. on the day prior to the hearing. Comments that cannot be delivered to the Commission Affairs Officer by that time may be taken directly to the hearing at the location above. When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for the Committee, the Commission Affairs Officer and the public.

### **Public Comment**

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the President. If it is demonstrated that the comments by the public will exceed 15 minutes, the President may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

### **Disability Access**

Commission on the Environment Committee meetings will be held at City Hall, Room 421 in the Civic Center Area. City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

The following services are available on request 72 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Katie Chansler at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

### **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 Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Affairs Officer at 415-355-3709 or [katie.chansler@sfgov.org](mailto:katie.chansler@sfgov.org) at least 48 hours in advance of the hearing. Late requests will be honored if possible.

### **語言服務**

根據語言服務條例(三藩市行政法典第91章)·中文、西班牙語和/或菲律賓語(泰加洛語)傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求·請於會議前最少48小時致電 415-355-3709或電郵至[katie.chansler@sfgov.org](mailto:katie.chansler@sfgov.org)向委員會秘書提出。逾期提出的請求·若可能的話·亦會被考慮接納。

### **Acceso A Idioma**

De acuerdo con la Ordenanza de Acceso a Idiomas "Language Access Ordinance" (Capítulo 91 del Código Administrativo de San Francisco "Chapter 91 of the San Francisco Administrative Code") intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con el Secretario de la Comisión al 415-355-3709, o [katie.chansler@sfgov.org](mailto:katie.chansler@sfgov.org) por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

### **Access Sa Wika**

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, mangyaring tumawag sa Clerk ng Commission sa 415-355-3709, o [katie.chansler@sfgov.org](mailto:katie.chansler@sfgov.org) sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

**Know your Rights under the Sunshine Ordinance  
(Chapter 67 of the San Francisco Administrative Code)**

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 more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, City Hall, Room 244, One Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-5163; E-mail: [soft@sfgov.org](mailto:soft@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](http://www.sfgov.org).

**Lobbyist Registration and Reporting Requirements**

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, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, 2nd Floor, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112, web site at [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

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