



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
Department of the Environment

Notice of Public Hearing Regarding Green Purchasing Regulations
(San Francisco Environment Code Chapter 2)

WHEN: Monday, December 21, 2020, 5:00 p.m.

LOCATION: via WebEx

PUBLIC COMMENT CALL-IN

1-415-655-0001 / Access Code: 146 067 7580

Due to the COVID-19 health emergency and to protect Commissioners, SFE staff, and members of the public, the Meeting Rooms at City Hall are closed.

Members of the public are to participate remotely. If you want to ensure your comment on any item on the agenda is received by Commission Affairs Officer, Katie Chansler in advance of the meeting, please send an email to katie.chansler@sfgov.org by 5pm on the day prior to the hearing or call (415) 355-3709.

Refer to the “Remote Access to Information and Participation” section below for instructions.

AUTHORIZATION

San Francisco Environment Code Chapter 2

The Board of Supervisors and Mayor enacted the Environmentally Preferable Purchasing Ordinance, effective July 18, 2005 (the ‘Ordinance’). The Ordinance is codified as Chapter 2 of the Environment Code, The Ordinance created a comprehensive new system for the City to identify and use environmentally preferable products based on goals and criteria established by the Ordinance. The Ordinance required the Director of the Department of the Environment to consolidate existing environmentally preferable purchasing requirements from other Code sections into regulations. The new regulations described here are implemented pursuant to Environment Code Section 203(d).

Important Information

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 Department's website <http://www.sfenvironment.org/>; (2) upon request to the Commission Secretary, at telephone number (415) 355-3709, or via e-mail at katie.chansler@sfgov.org.

If any materials related to an item on this agenda have been distributed after distribution of the agenda packet, those materials are available for public inspection with request sent to Commission

Secretary, at telephone number 415-355-3709, or via e-mail at katie.chansler@sfgov.org during normal office hours or will be made available on the website <http://www.sfenvironment.org/>.

During the hearing, members of the public will have the opportunity to comment about individual agenda items or speak generally about the proposed set of environmental purchasing requirements for City agencies. Persons unable to attend the hearing may submit to the Department of the Environment, by the time the hearing begins, written comments. These comments will be made a part of the official public record and shall be brought to the attention of the Department. Any written comments should be sent to: Jenn Monnet, via e-mail to jennifer.monnet@sfgov.org.

ORDER OF BUSINESS

1) Call to order

2) Introduction, current Citywide Green Purchasing Program, regulations, initiatives, and trends.

Speaker: Chris Geiger, Green Purchasing Program Manager, San Francisco Department of the Environment.

- Public Comment

3) Presentation of the proposed green purchasing regulations. Speaker: Jenn Monnet, Toxics Reduction Analyst, San Francisco Department of the Environment. (Explanatory Documents: Attachment A: Staff Memo and Attachment B: Green Purchasing Regulations)

- Public Comment

4) General Public Comment

Members of the public may speak on matters that are relevant to green purchasing regulations but are not on today's agenda.

5) Adjourn

ATTACHMENTS:

- A. Staff Memo and Table of Changes
- B. Draft Green Purchasing Regulations

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=ecfe82ee94f80e6f3eb6575c75539c986>

- 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: 146 067 7580

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:

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- 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.

Announcement

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this hearing. Please be advised that the hearing officer 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.

Public Comment

At this time, members of the public may speak on items of interest that are relevant to pest management on city properties but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the hearing for up to three minutes, unless otherwise announced by the hearing officer. If it is demonstrated that the comments by the public will exceed 15 minutes, the hearing officer may continue Public Comment to another time during the meeting.

The Brown Act forbids the Department 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 Department 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).)

Accessibility Meeting Policy

The public hearing will be held virtually due to the public health emergency.

To obtain a disability-related accommodation, including auxiliary aids or services, or to obtain meeting materials in alternative format, please contact Katie Chansler at 415-355-3709. Providing at least 72 hours' notice will help to ensure availability. Written reports or background materials for calendar items are available for public inspection and are available online at www.sfenvironment.org/coe. Public comment will be taken on each item before or during consideration of the item.

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 request. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Affairs Manager at 415-355-3709, or 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 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 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, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102, 415-554-7724 (phone), 415-554-5163 (fax) or by email to 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.

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.

Katie Chansler, Commission Secretary
TEL: (415) 355-3709; FAX: (415) 554-6393

Posted: December 10, 2020