



## Draft Minutes

Special Meeting of the  
Commission Streamlining Task Force  
City and County of San Francisco

**Daniel Lurie**  
Mayor

**Thursday, December 18, 2025**  
**4:00 p.m.**

Southeast Community Center, Bayview Multipurpose Room  
1550 Evans Ave  
San Francisco, CA 94124

Meeting will also be broadcast online and remote public comment will be available via WebEx event. To view the online presentation, join the meeting using the link <https://tinyurl.com/y9e8rmsm> and password PropE. Members of the public may use email address [CommissionStreamlining@sfgov.org](mailto:CommissionStreamlining@sfgov.org) to join the WebEx meeting if needed. To join by phone, dial 415-655-0001 and enter access code (webinar ID) 2661 190 4329 followed by ###. See page 3 for additional remote public comment instructions. It is possible that the Task Force may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Task Force will attempt to correct the problem but may continue with the hearing as long as people attending in-person are able to observe and offer public comment.

### Agenda

#### 1. Call to Order

Chair Harrington called the meeting to order at 4:00 pm.

#### 2. Roll Call

Ed Harrington, Chair	seat 4 - Board of Supervisors designee (public sector labor representative)
Andrea Bruss, Vice Chair	seat 3 - City Attorney's designee
Sophie Hayward	seat 1 - City Administrator's designee
Natasha Mihal	seat 2 - Controller's designee
Sophia Kittler	seat 5 - Mayor's designee (expert in open and accountable government)

Hannah Kohanzadeh, the clerk, called role. With four members present, a quorum was established. Ms. Kittler joined the meeting during item 5.

#### 3. Announcements (Informational Item)

Chair Harrington thanked the Southeast Community Center for hosting the Task Force. The clerk announced the Task Force would hold a special meeting on January 14, 2026.

#### 4. Approve Minutes – December 3, 2025 meeting (Action Item)

No public comment was received.

[sf.gov/commissionstreamlining](https://sf.gov/commissionstreamlining)

Chair Harrington motioned to approve the meeting minutes as drafted by staff. The motion passed 4-0 by voice vote.

## 5. Reviewing and Revising Preliminary Decisions (Action Item)

Materials: [Presentation](#)

Chelsea Hall, Senior Project Analyst with the City Administrator's Office, overviewed the Task Force's decisions to date. She noted the City Attorney's Office discovered two more bodies while working on drafting legislation – the Area Loan Committee and the Housing Code Enforcement Loan Program Body. Ms. Hall presented five deferred decisions: 1) Arts Commission term limits, 2) applying new term lengths to specific bodies, 3) staggering terms within decision-making bodies, 4) resolving the deferred decision on the Commission Streamlining Task Force, and 5) options to periodically evaluate decision-making bodies.

Public comment was received by seven speakers:

- Elaine Redus, member of the Bayview Hunters Point Citizens Advisory Committee (BHPCAC), advocated on behalf of the BHPCAC. She noted the body works to provide Bayview Hunters Point residents with opportunities as the neighborhood experiences economic development.
- Alpha Buie, a small business owner in the Bayview and member of the San Francisco African American Chamber of Commerce, urged the Task Force to keep the BHPCAC. Ms. Buie stated the body connects local small businesses with opportunities for business. She also said the body keeps contractors accountable to the Bayview Hunters Point residents.
- Angelique Mahan urged the Task Force to keep the BHPCAC, noting the body advocates for those forgotten and vulnerable in the Bayview to the City.
- Brigitte LeBlanc, President and CEO of the San Francisco African American Chamber of Commerce, urged the Task Force to keep the BHPCAC. Ms. LeBlanc stated the BHPCAC serves as a bridge between policy decisions and the real world impact those decisions have on District 10 residents, workers, and entrepreneurs.
- Dr. Saidah Leatutufu-Burch urged the Task Force to keep the BHPCAC. She noted the body addresses historical inequities Bayview residents have experienced.
- Carol High, a resident of the Portola neighborhood, supported the City providing the Southeast part of the City with more resources. She expressed appreciation for the Task Force holding a meeting in a more accessible space for residents in the Southeast of the City.
- Patrick Monette-Shaw provided comment and submitted the following written summary:  
*Slide #10 in today's "Deferred Decisions and Consistency Checks" PowerPoint presentation states that on November 5 this Task Force deferred making decisions about this Task Force. Slide 10 also states that on November 19, this "Task Force decided against creating a new public body to oversee and evaluate other public bodies," but that decision is not listed in the December 17 edition of your "Decision Log." Before you today are three options on Slide #13 to decide whether the City "should convene a similar body in the future to re-assess public meeting bodies at a regular cadence."*

That is beyond your purview stated in "*Proposition E*." What the City decides to do in the future is beyond your mandate and purview.

This Task Force has already systematically dismantled citizen oversight of our boards and commissions. Just stop it. You've done enough damage already. Make no further decisions on this today!

#### Bayview Hunters Point Community Advisory Committee (BHPAC)

Chair Harrington stated that when the Task Force originally reviewed BHPAC, it was under the impression that other bodies performed similar work and the CAC had difficulties with quorum. Ms. Redus acknowledged the quorum issues and noted seven members currently attend their meetings. Vice Chair Bruss shared her support for revisiting the Task Force's decision on BHPAC. Sophie Hayward requested the City Administrator be removed as an appointing authority; she suggested the Mayor and the District 10 Supervisor appoint members instead. Rachel Alonso, Project Director, noted the current structure: the Mayor, District 10 Supervisor, and City Administrator each appoint three voting members and one non-voting member, for a total of 12 seats.

Chair Harrington motioned to reverse the decision to eliminate BHPAC and to keep the body, eliminate the City Administrator as an appointing authority and redistribute their appointments with two voting seats to the District 10 Supervisor and one voting member to the Mayor, no term limits, and no sunset date. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote.

#### Arts Commission Term Limit

Natasha Mihal supported term limits for the Art Commission, citing its importance and high interest in participation. She motioned to adopt the staff recommendation of four-year terms with a three-term limit. Ms. Kittler seconded the motion. The motion passed unanimously by voice vote.

Chair Harrington noted that the Task Force allowed the Arts Commission to maintain its hiring and firing authority of the department head, which is inconsistent with other decisions. Ms. Kittler motioned to remove the Arts Commission's hiring and firing authority and to empower the Mayor with that authority instead. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

#### Applying New Term Limits

Vice Chair Bruss motioned to adopt the staff recommendation to have the clerk of each body draw lots in January 2027, with one-third of the members' current terms expiring in one year, one-third in two years, and one-third in three years. The relevant bodies noted were the Free City College Oversight Committee, LGBTQI+ Advisory Committee, Refuse Rate Board, Community Corrections Partnership, Juvenile Justice Coordinating Council, and Public Utilities Rate Fairness Board. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

#### Staggering Terms Within Decision-Making Bodies

Ms. Hayward asked why staff recommend the Task Force identify a City department to publish a list of all existing terms of office annually. Ms. Hall said the City Attorney's Office requested its inclusion and that the topic aligned with prior operational improvement discussions. Ms. Hayward requested discussing that idea during the draft report review.

Vice Chair Bruss motioned to adopt the staff recommended term staggering plans within decision-making bodies. The Port Commission, Public Utilities Commission, and Rent Board will have one seat expire annually, with two seats expiring in the fourth year. The Civil Service Commission will have one

seat expire annually. The Disability and Aging Services Commission, Fire Commission, Historic Preservation Commission, Juvenile Probation Commission, Library Commission, and Recreation and Park Commission will have two seats expire annually, with one seat expiring in the fourth year. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote.

#### Commission Streamlining Task Force (CSTF)

Chair Harrington stated that the CSTF is set to expire in 2027 and should conclude at that time. He suggested that the report recommend the City review its Charter regularly. Ms. Hayward motioned to include in the report a recommendation that the Charter, and its public meeting bodies, be reviewed regularly. Ms. Kittler seconded the motion. The motion passed unanimously by voice vote.

#### Periodic Evaluation of Decision-Making Bodies

Ms. Kittler motioned to remove the five-year re-evaluation clause from the appeals board template in the final report, noting that appeals bodies are durable and necessary. Vice Chair Bruss seconded the motion. The motion passed unanimously by voice vote.

### **6. Report Draft (Action Item)**

*Materials: [Presentation](#) and [Draft Report](#)*

Joanna Bell and Henry O'Connell, Senior Analysts from the Controller's Office, presented the first working draft of the Task Force's final report. Ms. Bell requested the Task Force share their thoughts on the content framing, approach to discussing high level process and goals, and the report structure and high-level components. She noted the report's two audiences: the public and the decision-makers at City Hall, including advocates and elected officials. Ms. Bell noted the data reflected decisions through December 3, 2025.

Ms. Bell walked through the report background and introduction. Ms. Hayward commended staff, noting how well the report communicated complex information and decisions in multiple ways. She noted that the background and introduction sections provide a strong holistic description of Proposition E and the Task Force but flagged the description of Proposition D as unnecessary. She also noted the introduction should include a description of public and stakeholder engagement .

Chair Harrington gave staff kudos on the draft report's readability. He requested that the Budget and Legislative Analyst's analysis of the cost of bodies be excluded as a data point in the report since the Task Force did not rely on that information in their decision-making. Ms. Mihal agreed the cost analysis should not be highlighted but requested a description of the analysis be included. She echoed positive comments regarding the readability of the draft report and applauded staff's description of the guiding principles and high-level overview of the entire process.

Ms. Bell provided an overview of the section describing the Task Force's approach and described key principles that guided the Task Force's work. Chair Harrington requested that the report use the total number of commission members excluding the 275-person service provider working group so as not to skew the count of commission members. The Task Force requested that the process description explain how templates were used to help the Task Force organize decisions as a launching point for recommendations. Members directed staff to note whether a body was a decision-making body or an advisory body in the overview tables.

Mr. O'Connell overviewed the Task Force's recommendations. Ms. Mihal appreciated reviewing the decisions made at an aggregate level, noting that the Task Force kept more than half of the bodies reviewed (over 80 bodies total) and eliminated less than a quarter of the bodies reviewed (less than 35 bodies). Chair Harrington directed staff not to use the phrase "no recommendation" for a handful of bodies and instead alter the language since the phrase does not properly describe the chosen action.

Task Force members deliberated how to describe department head hiring and firing authority. They sought to clarify that the Mayor holds the authority to hire and fire department heads and may choose to collaborate with commissions. They also considered how best to communicate their discussions on contract authority. They directed staff to further discuss their contract authority deliberations and to note that the Board of Supervisors, not the Administrative Code or Charter, empowers a body with contract approval authority. Chair Harrington noted that this would not be codified into Code or the Charter but would be noted in the report. The Task Force stated the templates should be included in the report's appendix and the language should be updated to reflect the Task Force's wordsmithing.

The Task Force appreciated the report noting that sunset dates are not meant to trigger delayed body eliminations but rather provide the Board of Supervisors with an opportunity to review and reauthorize necessary and active bodies. For the recommendations by body, Chair Harrington requested staff clarify when policy areas begin to better orient readers. He suggested that starting a new page for each policy grouping with a large header to call out the topic and to include the policy grouping with each body in the table of contents. The Task Force asked for the recommendations by body narrative to exclude references to templates since the previous overview table summarizes key template alignment information. Members advised how to clarify the narrative section to introduce and describe each body and share the recommended modifications.

Chair Harrington appreciated the website links throughout the report to the Task Force's previous materials but noted that links break over time and feared losing the context they provide. He advised staff to create a separate appendix document to accompany the report that compiles the Task Force's previous materials. He also recommended staff note when votes were split, since most votes were unanimous, to better highlight those differences.

Ms. Hayward stated that the report should include the Task Force's hope that the City use the Commission Streamlining Task Force process as an opportunity to reset, level set, and educate all bodies on the appropriate role of public meeting bodies. She also noted that the City Administrator's 311 list of bodies should be dissolved since the information provided is only as good as the information received. She stated whichever entity publishes an accurate and current list of bodies going forward is probably best suited to provide or arrange for administrative trainings for body members and staff. Mr. O'Connell noted that discussion would be part of the operational improvement section of the report, which would be available in the next version of the document.

Mr. O'Connell noted staff will adopt the Task Force's feedback and present a second draft of the report at the January 14, 2026 meeting. He noted after the January 14<sup>th</sup> meeting, staff may present a third draft of the report on January 21<sup>st</sup> for additional feedback and discussion, or they could present a final draft for approval on January 28<sup>th</sup>. Ms. Alonso noted the City Attorney's Office will share drafts of the proposed legislation at the January 28<sup>th</sup> meeting. Chair Harrington noted that the Task Force may cancel the January 21<sup>st</sup> meeting if it is unnecessary.

### Arts Commission

Ms. Kittler raised concerns with the body type listed for the Arts Commission in the draft report (pg. 39). She thought the Task Force opted to make the Arts Commission an advisory body. Chair Harrington recalled that they did not decide what type of body the Arts Commission should be. In alignment with the hiring and firing authority decision, Ms. Kittler motioned to remove the Arts Commission's budget authority and to categorize the body as advisory. Ms. Hayward seconded the motion. Chair Harrington directed staff to notify the Arts Commission of this. The motion passed unanimously by voice vote.

Public comment was received by two speakers.

- Patrick Monette-Shaw provided comment and submitted the following written summary:  
The first draft of your "*Final Report*" being presented today is a whopping 92-pages, with an unknown number of pages for additional sections, including an "*Executive Summary*," "*Recommendations for Managing and Improving Public Bodies*," and a "*Conclusion*" still being written and in development, plus an unknown number of pages of "*Appendices*."

It's difficult for members of the public to track changes being made in subsequent versions.

I am specifically requesting each subsequent version of your "*Final Report*" include a table listing key changes made each revision cycle, cross referenced by page number, as you have done for other documents you have authored and produced. In addition, Slide 13 in today's PowerPoint presentation states, "*Task Force members will have opportunity for red-line edits*." I am specifically requesting each redlined version be retained using version numbers, retained and posted in a central location on the Task Force's website for historical purposes.

- Sandra Eng, Executive Officer of the Civil Service Commission, flagged an error in the report describing the Civil Service Commission's ability to nominate Human Resources Director candidates to the mayor.

## **7. Future Agenda Topics (Discussion Item)**

*Materials: [Planned Decision Calendar](#) and [Informational Memo](#)*

Ms. Alonso stated that the Task Force is scheduled to hold three meetings in January but may cancel the January 21<sup>st</sup> meeting if it is unnecessary or if staff need more time to prepare materials. She noted that the January 14<sup>th</sup> meeting will include the remaining deferred decisions, such as the staggered sunset date proposal, the Police Commission's employee discipline process mapping, and the Ethics Commission. She noted that because both the Ethics Commission and MTA Board have the authority to place measures directly on the ballot, such authority would be discussed for both bodies. The Task Force asked staff to investigate whether MTAB's authority applies only to revenue bonds or extends more broadly. If the former, they agreed there would be no need to revisit MTAB.

Public comment was received by one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:  
The "*unitary executive*" theory claims the Mayor may fire nearly anyone who leads a San Francisco City Department, Board, or Commission. San Franciscans reject that theory.



This Task Force’s efforts to hand “*unitary executive*” powers to San Francisco’s Mayor is operating in parallel with similar efforts by SPUR.

Your decisions illustrate you are colluding to implement SPUR’s agenda, in order to hand nearly exclusive, greatly expanded “*unitary executive*” powers to a “*strong mayor*” form of local government.

It’s almost certain San Francisco’s voters won’t endorse — and will probably reject — the nakedly partisan recommendations in your draft report. The momentum of citizen opposition — 1,095 opponents, including 451 public speakers through December 3, and 644 written letters submitted, nearly all of which have been opposing decisions this Task Force has been making so far — suggests voters will reject whatever you place on the ballot in November 2026 to change our City Charter!

## **8. General Public Comment**

One member of the public provided comment:

- Patrick Monette-Shaw stated his belief that the Task Force’s recommendations would not be adopted by San Francisco voters.

Chair Harrington thanked staff for organizing the meeting at the Southeast Community Center to allow the Task Force to engage with people more broadly.

## **9. Adjournment**

Chair Harrington adjourned the meeting at 7:47 pm.

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Minutes prepared by Hannah Kohanzadeh, Principal Project Analyst.