



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

Commission Streamlining Task Force Final Report Supplemental Appendices

San Francisco's commission system includes over one thousand residents who volunteer their time to shape their government, reflecting the City's commitment to civic engagement and political activism. At its best, the system helps ensure that San Francisco's government remains transparent, accountable, and reflective of the diverse communities it serves. However, many bodies have existed for decades without evaluating their efficacy. Some are defunct, have outlived their useful purpose, or perform duplicative work.

In November 2024, San Francisco voters adopted Proposition E, which created a Task Force to recommend ways the City could change, eliminate, or consolidate San Francisco's boards and commissions to improve the administration of City government. The Task Force had one year to conduct a public process to methodically and fairly evaluate each of San Francisco's 152 boards and commissions. These supplemental appendices accompany the report which provides the results of this process. Although these materials are available on the Task Force's website, the Task Force consolidated their deliberation records into a single resource to preserve them beyond the website.

The supplemental appendices include the following:

- Appendix F: Task Force recommendations on public hearing bodies memos
- Appendix G: Presentations on recommendations on public hearing bodies
- Appendix H: Meeting minutes from all meetings discussing public hearing body recommendations



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

Commission Streamlining Task Force Final Report

Appendix F: Task Force Recommendations on Public Hearing Bodies Memos



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: July 11, 2025

SUBJECT: Recommended Actions for Inactive Policy Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

On June 13, staff issued [a memo](#) which identified 34 inactive policy bodies. Staff then contacted City departments to gather more information about each of these bodies. We sought to understand:

- why the body stopped meeting
- what duties it performed while active
- whether any of these duties are essential to the effective operation of government
- whether essential duties have been assumed by another body or City department
- whether the department intends to reactivate the body
- whether the department recommends eliminating the body and removing it from code

After further investigation, **staff recommend eliminating 31 of these and deferring decision-making on 3.**

At its July 16 meeting, the Task Force will discuss inactive policy bodies and may vote to eliminate any or all of these bodies from the code. If the Task Force recommends eliminating a body at the July 16 meeting, the City Attorney will prepare draft legislation removing it from code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

2 | Inactive Policy Bodies for Future Discussion and Vote

Several bodies may follow alternative processes for elimination and removal.

- The Public Utilities Commission is concurrently developing an ordinance to remove the Industrial Waste Review Board from the Public Works Code
- The Permit Prioritization Task Force may only be removed from the Campaign and Governmental Conduct Code via a special process involving supermajority approval by the Ethics Commission (4/5 votes) and the Board of Supervisors (8/11 votes)
- The Street Design Review Committee and the Workforce Development Advisory Committee are both proposed for elimination in a draft ordinance before the Board of Supervisors

The following memo includes a discussion and recommended action for each inactive body. These recommendations are intended to support Task Force decision-making and action.

Summary of Recommended Actions for Inactive Bodies

Name	Code Citation	Department		Recommendation
Adult Day Health Care Planning Council	Administrative Code § 44.1	HSA	Human Services Agency	Eliminate
Advisory Council on Human Rights	Administrative Code § 12A.6	HRC	Human Rights Commission	Eliminate
African American Arts and Cultural District Community Advisory Committee	Administrative Code § 5.30-1	MYR	Mayor's Office of Housing and Community Development	Eliminate
Board of Examiners	Charter § D3.750-5, Building Code § 105A.1	DBI	Building Inspection	Defer decision-making
Capital Implementation Committee	Park Code § 13.03	RPD	Recreation and Parks Department	Eliminate
Citizens Advisory Committee for Street Utility Construction	Administrative Code § 5.64	DPW	Public Works	Eliminate
City Agency Task Force (Lead Abatement)	Health Code § 1606	DPH	Public Health	Eliminate
City-Operated Farmers' Market Advisory Committees	Administrative Code § 9A.6	ADM	City Administrator	Eliminate
Close Juvenile Hall Working Group	Administrative Code § 5.40-1	JUV	Juvenile Probation	Eliminate
Committee for Planning Utility Construction Program	Administrative Code § 5.63	DPW	Public Works	Eliminate
Contract Review Committee	Administrative Code § 12D.8	ADM	City Administrator	Eliminate
Delinquency Prevention Commission	Administrative Code § 20.50	JUV	Juvenile Probation	Eliminate
Employee Relations Board	Charter § A8.409	DHR	Human Resources	Eliminate
Graffiti Advisory Board	Administrative Code § 5.18-1	DPW	Public Works	Eliminate
Housing Stability Fund Oversight Board	Administrative Code § 5.45-1	MYR	Mayor's Office of Housing and Community Development	Eliminate
Industrial Development Authority Board	Cal. Gov't Code §§ 91520 et seq.; Admin. Code §§ 42.1 et seq.	ECN	Economic and Workforce Development	Eliminate
Industrial Waste Review Board	Public Works Code § 131	PUC	Public Utilities Commission	Eliminate ¹
Local Business Enterprise Preference Program Working Group	Administrative Code § 14B.16	ADM	City Administrator	Eliminate
Long Term Care Coordinating Council	Referenced in Charter §§ 16.128-1, 16.128-6, and 16.128-11	HSA	Human Services Agency	Defer decision-making

4 | Inactive Policy Bodies for Future Discussion and Vote

Name	Code Citation	Department		Recommendation
Newsrack Advisory Committee	Public Works Code § 184.12	DPW	Public Works	Eliminate
Our Children, Our Families Council	Charter § 16.127-1; Administrative Code § 102.1	CHF	Children, Youth, and Their Families	Defer decision-making
Permit Prioritization Task Force	Campaign & Governmental Conduct Code § 3.400	ADM	City Administrator	Eliminate ²
PUC Small Firm Advisory Committee	Administrative Code § 14B.5f	PUC	Public Utilities Commission	Eliminate
Relocation Appeals Board	Cal. Health & Safety Code § 33417.5; Admin. Code §§ 24.7, 24B.1	MYR	Mayor's Office of Housing and Community Development	Eliminate
Residential Rehabilitation Area Citizen Advisory Committees	Administrative Code §§ 32.30, 32.30-1	CPC	City Planning	Eliminate
Residential Rehabilitation Area Rent Committees	Administrative Code § 32.34	CPC	City Planning	Eliminate
San Francisco Residential Hotel Operators Advisory Committee	Administrative Code § 41.21	DBI	Building Inspection	Eliminate
Street Design Review Committee	Administrative Code § 98.2	DPW	Public Works	Eliminate ³
Street Utilities Coordinating Committee	Administrative Code § 5.60	DPW	Public Works	Eliminate
Subcontracting Goals Committee	Administrative Code § 12D.8	ADM	City Administrator	Eliminate
Supportive Housing Services Fund Committee	Administrative Code § 10.100-131	MYR	Mayor's Office of Housing and Community Development	Eliminate
Workforce Development Advisory Committee	Administrative Code § 83.8	ECN	Economic and Workforce Development	Eliminate ³
Working Group on Local Business Enterprise Preference Program for City Leases and Concession Agreements	Administrative Code § 14B.16	ADM	City Administrator	Eliminate
Working Group to Investigate Barriers to LBE Participation	Administrative Code § 14B.16	ADM	City Administrator	Eliminate
Notes: 1. The PUC is concurrently working on an ordinance to eliminate this body and remove it from code. 2. This section of Campaign & Governmental Conduct Code can only be amended by supermajority approval of both the Board of Supervisors (8/11 votes) and Ethics Commission (4/5 votes). 3. An ordinance has already been introduced by the City Attorney's Office which, if passed, would eliminate this body				

Recommended Actions for Inactive Policy Bodies

1. **Adult Day Health Care Planning Council** (Human Services Agency)

Adult Day Health Care (ADHC) is a former California state program that provided medical and social services for older adults. In 2012, the state replaced ADHC with a new program called Community-Based Adult Services (CBAS). The California regulation requiring ADHC planning councils was removed with the transition to CBAS in 2012.

The Adult Day Health Care Planning Council oversaw San Francisco's ADHC program but has been non-functional for years.

Since this body oversees a defunct program, has not met in over a decade, and is not legally required, staff recommend eliminating it from code.

Recommendation: Eliminate

2. **Advisory Council on Human Rights** (Human Rights Commission)

To the best of our knowledge, the Advisory Council on Human Rights has not met in over 15 years, and staff at the Human Rights Commission do not have information on why it was discontinued. Given this long period of inactivity, staff recommend eliminating this body from code.

Recommendation: Eliminate

3. **African American Arts and Cultural District Community Advisory Committee** (Mayor's Office of Housing and Community Development)

Although this body was formally established in 2020 and vacancies were publicly noticed in early 2021, there have been no nominations, appointments, or convenings to date. As such, no individuals have been seated, and the body has remained inactive since its inception. Below is a timeline of key activities.

- December 2018 - Cultural District legislated
- December 2020 – AAACD CAC created by ordinance
- January 2021 - Board of Supervisors' website posted an "Inaugural Notice" listing seven vacant seats on the AAACD CAC
- January 2023 – Original sunset date of the AAACD CAC
- February 2025 – Ordinance re-establishing AAACD CAC, in conjunction with extending the due dates for report creation related to the Cultural District.

Due to the following reasons, staff recommend eliminating this body and removing it from the code:

- No appointments have been made to date

- MOHCD has not received any expressions of interest in activating the advisory body from the Cultural District or other community members
- None of the other nine Cultural Districts have an advisory body

Recommendation: Eliminate

4. **Board of Examiners** (Department of Building Inspection)

The Board of Examiners is a group of building trades experts who hear appeals by building permit applicants and determine whether building plans comply with the provisions of the San Francisco Construction Codes. This body has the power to determine reasonable interpretation of these codes.

This body has only met once since 2020, for an informational-only meeting in November 2024. The main reason this body meets infrequently is that the Department of Building Inspection attempts to resolve most code compliance issues in-house to make permitting faster and easier for applicants. However, there are cases where the department and applicants cannot resolve disputes and need to refer them to a neutral third party to issue a determination. Department of Building Inspection staff note that potential state laws under consideration may require this group to meet more often.

Commission streamlining staff recommend deferring decision-making until October 1 when the Task Force will discuss housing and economic development bodies. In the interim, staff will gather more information about the potential impacts of state law, and about how this body could be modified to be more effective.

Recommendation: Defer decision-making

5. **Capital Implementation Committee** (Recreation and Parks Department)

Recreation and Parks Department (RPD) staff believe this body was established to support coordination between RPD and the Department of Public Works (DPW) following the passage of the 2000 Neighborhood Park Bond. In 2005, RPD established its own Capital Division, which changed the roles and responsibilities of RPD and DPW in capital projects. As of 2020, bond funds had been fully expended. It is unknown when the Capital Implementation Committee last met.

Recommendation: Eliminate

6. **Citizens Advisory Committee for Street Utility Construction** (Public Works)

This body has not been active for years and can be eliminated from the code.

Recommendation: Eliminate

7. **City Agency Task Force (Lead Abatement)** (Public Health)

This body was established to exchange information regarding lead education and abatement, and to coordinate lead abatement activities across multiple City departments. To the best of our knowledge, this body has not met since 1999 yet lead abatement and education effort have continued. Several City departments, including the Department of Building Inspection, Department of Public Health, Public Utilities Commission, the San Francisco Unified School District, and others regulate and enforce lead hazards to protect San Francisco residents from lead exposure. Cross-departmental collaboration regularly occurs.

Staff recommend eliminating this body from the code, given that it has not met in over 25 years, and that, in its absence, City departments have continued to carry out its essential duties.

Recommendation: Eliminate

8. **City-Operated Farmers' Market Advisory Committees** (City Administrator's Office)

Though many farmer's markets operate within the City of San Francisco, only one is run by the City government—the Alemany Farmers Market. This body was established to advise on that market's operations, but has not met since 2022 and can be eliminated from the code.

Recommendation: Eliminate

9. **Close Juvenile Hall Working Group** (Juvenile Probation Department)

On June 18, 2019, the San Francisco Board of Supervisors passed legislation to close Juvenile Hall by December 31, 2021. The Close Juvenile Hall Working Group met between 2019 and 2021 to develop a closure plan and issued a final report in 2021. Staff recommend eliminating this body from the code, given that it issued its final deliverable in 2021 and has since ceased meeting.

Recommendation: Eliminate

10. **Committee for Planning Utility Construction Program** (Public Works)

This body has not been active for years and can be eliminated from the code.

Recommendation: Eliminate

11. **Contract Review Committee** (City Administrator's Office)

This body is defunct and can be removed from code.

Recommendation: Eliminate

12. **Delinquency Prevention Commission** (Juvenile Probation Department)

To the best of our knowledge, this body has not met in at least 15 years, and its purpose overlaps significantly with several active bodies focused on juvenile justice and delinquency. It is not legally required. For these reasons, staff recommend eliminating this body and removing it from code.

Recommendation: Eliminate

13. **Employee Relations Board** (Department of Human Resources)

This body has never been active and can be removed from code.

Recommendation: Eliminate

14. **Graffiti Advisory Board** (Public Works)

This body has not met in several years and can be eliminated from the code.

Recommendation: Eliminate

15. **Housing Stability Fund Oversight Board** (Mayor's Office of Housing and Community Development)

In November 2020, San Francisco voters passed Proposition I, an ordinance changing the City's property transfer tax rate on some commercial and residential properties. Because the measure was a general tax, revenues are deposited into the city's General Fund.

Prior to the election, the Board of Supervisors passed Ordinance 233-20 establishing the Housing Stability Fund (HSF or Fund), into which revenues from the transfer tax increase would be deposited beginning December 31, 2021, and creating an Oversight Board to provide recommendations on how the City could allocate those revenues to support affordable housing policies and priorities, through a process centered in community input and feedback. These allocations are subject to approval from both the Board of Supervisors and the Mayor as part of the annual budget process.

HSFOB published funding recommendations in FY 22-23 and FY 23-24. However, except for a one-time supplemental appropriation to the Fund in March 2021, there have been no appropriations to the Fund from the General Fund or any other source, and the HSFOB has ceased meeting. As of June 18, 2025, four of the 11 seats are vacant, four seats are held by holdover members, and only three seats are held by active members.

Staff recommend eliminating this body since it was established to issue recommendations on City spending from a fund which does not have any money appropriated to it. If there are appropriations to the Fund in the future, MOHCD will administer the funds consistent with its current practice for administering 25+ specific funding sources.

Recommendation: Eliminate

16. **Industrial Development Authority Board** (Office of Economic and Workforce Development)

This body is defunct and can be removed from code.

Recommendation: Eliminate

17. **Industrial Waste Review Board** (Public Works)

According to staff at the San Francisco Public Utilities Commission (PUC), this body has not previously been utilized, and the PUC is concurrently working on an ordinance to eliminate this body and remove it from code.

Recommendation: Eliminate

18. **Local Business Enterprise Preference Program Working Group** (City Administrator's Office)

This body is defunct and can be removed from code.

Recommendation: Eliminate

19. **Long Term Care Coordinating Council** (Human Services Agency)

The Long Term Care Coordinating Council (LTCC) voted to disband in March 2024 due to its significant overlap with other policy bodies and its difficulty meeting quorum. However, the LTCC has a duty under the Charter to make appointments to the Dignity Fund Oversight and Advisory Committee. While the LTCC can decide not to continue meeting in the near term, it cannot be eliminated without a Charter amendment.

Staff recommend deferring decision-making on the LTCC so that it can be discussed on October 15 at the same time as the Dignity Fund Oversight and Advisory Committee.

Recommendation: Defer decision-making

20. **Newsrack Advisory Committee** (Public Works)

The Newsrack Advisory Committee was established to advise the Department of Public Works (DPW) on its pedmount news rack program. However, DPW's contract for pedmount news racks expired in November 2024, and the department recommends this body be eliminated and removed from code.

Recommendation: Eliminate

21. Our Children, Our Families Council (Children, Youth, and Their Families)

The Our Children, Our Families Council (OCOF Council) is a coordinating body that was established in 2014 to develop a citywide vision and shared priorities for children’s funding and programs. The body consisted of representatives from several City departments, the San Francisco Unified School District, and community based organizations, but has not met since 2019 or 2020.

In November 2024, San Francisco voters approved Proposition J, which created additional oversight and accountability for funding children and youth services. Prop J also made several changes to the OCOF Council and established a new OCOF Initiative, consisting of City staff, to support the work of the OCOF Council. The OCOF Initiative is not a policy body.

The Department of Children, Youth, and Their Families (DCYF) is in the process of implementing changes legislated by Prop J. It is possible for these changes to be implemented solely by the OCOF Initiative, without direction and oversight by the OCOF Council. However, a well-run OCOF Council may add value by supporting coordination between the various City agencies that provide children’s programming and school district.

Staff are unable to issue a recommendation, given the contradictory evidence. We suggest deferring decision-making until after the Task Force has finalized its evaluation criteria. The OCOF Council could be discussed on October 15 alongside other bodies that oversee children’s services and funding.

Reasons to Retain	Reasons to Eliminate
- This body may add value if run effectively - Voters recently approved changes to this body and established a new oversight framework involving it (Prop J)	- This body has been inactive for several years - Key provisions of Prop J could theoretically be implemented without it

Recommendation: Defer decision-making**22. Permit Prioritization Task Force** (City Administrator’s Office)

The Permit Prioritization Task Force was established in 2023 with the goal of recommending permit prioritization guidelines for several City departments by June 30, 2024. The Task Force achieved this goal, and its work has since been operationalized by City staff. This body is no longer meeting.

According to City staff in several permitting agencies, this work is now a core component of the City’s PermitSF initiative, and a dedicated task force is no longer needed. Permitting departments continue to monitor service level requirements for all mandated permit timelines and, as of June 1, 2025, a broader set of performance standards has been issued publicly and will be used across all departments involved in construction permitting.

Staff recommend eliminating this body since it has accomplished its primary deliverable and its work has been operationalized by City departments. However, this body can only be

removed from the Campaign & Governmental Conduct Code by a specific process involving supermajorities of the Ethics Commission (4/5 approval) and Board of Supervisors (8/11 approval). We recommend forwarding this recommendation to the Ethics Commission for consideration and action.

Recommendation: Eliminate via a special legislative process

23. **PUC Small Firm Advisory Committee** (Public Utilities Commission)

The committee stopped meeting sometime during COVID, but no one is sure when it last met. The activities of the committee have been taken on by the San Francisco Public Utilities Commission (PUC) itself. The PUC are currently in the process of putting a new contract for the work into the future. The work that the committee had done, while important, has not suffered due to its absence. Accordingly, PUC is recommending it be discontinued.

Recommendation: Eliminate

24. **Relocation Appeals Board** (Mayor's Office of Housing and Community Development)

The Relocation Appeals Board was previously required by California Health & Safety Code 33417.5 for cities and counties which had a Redevelopment Agency. The Board was organized to "hear all complaints brought by residents of the various project areas relating to relocation and shall determine if the redevelopment agency has complied with the provisions of this chapter and, where applicable, federal regulations."

San Francisco's Admin Code 24B utilized the same Board to hear appeals by individuals or businesses "forced to relocate their homes or businesses by ... any agency of the City and County of San Francisco"

San Francisco no longer has a Redevelopment Agency, as all such agencies were dissolved by the State. The successor Office of Community Investment and Infrastructure does not plan to conduct any relocations. As a general practice, the City does not force the relocation of homes or businesses. The Relocation Appeals Board has not had members appointed for at least the last 10 years, and no actions have been raised.

Staff recommend eliminating this body and removing it from code. If there is a forced relocation of a home or business by any agency of the City and County of San Francisco, the Board of Supervisors will most certainly have oversight of such action and ensure legality and fairness.

Recommendation: Eliminate

25. **Residential Rehabilitation Area Citizen Advisory Committees** (City Planning)

This body relates to a former redevelopment era loan program. The State of California has since dissolved all redevelopment agencies and, to the best of the Planning Department's knowledge, the state or federal funding associated with this loan program has likely long-since evaporated. We recommend eliminating this body and removing it from code.

Recommendation: Eliminate

26. **Residential Rehabilitation Area Rent Committees** (City Planning)

This body relates to a former redevelopment era loan program. The State of California has since dissolved all redevelopment agencies and, to the best of the Planning Department's knowledge, the state or federal funding associated with this loan program has likely long-since evaporated. We recommend eliminating this body and removing it from code.

Recommendation: Eliminate

27. **San Francisco Residential Hotel Operators Advisory Committee** (Department of Building Inspection)

This body has not been active for years and can be eliminated from the code.

Recommendation: Eliminate

28. **Street Design Review Committee** (Public Works)

This body has not been active for years and can be eliminated from the code.

An [ordinance](#) has already been introduced by the City Attorney's Office which, if passed, would eliminate this body.

Recommendation: Eliminate

29. **Street Utilities Coordinating Committee** (Public Works)

This body has not been active for years and can be eliminated from the code.

Recommendation: Eliminate

30. **Subcontracting Goals Committee** (City Administrator's Office)

This body is defunct and can be removed from code.

Recommendation: Eliminate

31. **Supportive Housing Services Fund Committee** (Mayor's Office of Housing and Community Development)

The Supportive Housing Services Fund and the Supportive Housing Services Fund Committee were created under San Francisco Administrative Code Sec. 10.100-131. The purpose of the Committee was to coordinate and review funding applications from housing providers for funding from the Fund, make recommendations for funding to the Mayor, and monitor implementation of proposals. However, dollars were never appropriated to the Fund and the Committee was never formed.

Staff recommend eliminating this body since it oversees a fund which does not and has never had any dollars appropriated to it.

Recommendation: Eliminate

32. **Workforce Development Advisory Committee** (Office of Economic and Workforce Development)

This body has not been active for years and can be eliminated from the code.

An [ordinance](#) has already been introduced by the City Attorney's Office which, if passed, would eliminate this body.

Recommendation: Eliminate

33. **Working Group on Local Business Enterprise Preference Program for City Leases and Concession Agreements** (City Administrator's Office)

This body is defunct and can be removed from code.

Recommendation: Eliminate

34. **Working Group to Investigate Barriers to LBE Participation** (City Administrator's Office)

This body is defunct and can be removed from code.

Recommendation: Eliminate



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Hannah Kohanzadeh, Principal Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: August 15, 2025

SUBJECT: Preliminary Recommended Actions for Borderline Inactive Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss borderline inactive bodies at its August 20 meeting. This memo defines borderline inactivity, establishes a list of such bodies, and issues preliminary recommendations for each.

Borderline inactive bodies are defined as policy bodies that either met fewer than four times in the last calendar year or have a vacancy rate greater than twenty five percent. These thresholds helped staff identify **21 bodies that struggle to meet regularly and achieve quorum**:

- 7 bodies met fewer than 4 times in the last calendar year (2024)
- 11 bodies have vacancy rates greater than 25%¹
- 3 bodies met both criteria

After reviewing each body, **staff recommend keeping 10, eliminating 9, and deferring decision-making on 2.**

These recommendations were informed by several evaluation criteria as well as additional contextual information about each body. Contextual information was provided by City departments, commissioners, and members of the public.

¹ These data reflect a point-in-time snapshot from outreach conducted in May and June 2025

2 | Recommended Actions for Borderline Inactive Bodies

Criteria	Evaluation	If Yes
1 Required by state or federal law	Is this body explicitly required by state or federal law?	Keep
	Does this body fulfil some function that is required by state or federal law?	Keep, unless this function could be carried out elsewhere
2 Activity	Is this body inactive?	Consider eliminating
	Is this body borderline inactive?	Consider eliminating
3 Overlap with other bodies	Do other bodies cover a similar topic or policy area?	Consider combining or eliminating
4 Breadth	Is this body narrowly focused on a single funding source, neighborhood, age/demographic group, or narrow topic?	Consider eliminating if interest could be adequately served by a body with a broader scope

At its August 20 meeting, the Task Force may vote to eliminate any or all of these bodies from the charter or code. If the Task Force recommends eliminating a body at the August 20 meeting, the City Attorney will prepare draft legislation removing it from the charter or code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

Each borderline inactive body will also be discussed at one additional Task Force meeting alongside other bodies in the same policy area. For example, the Sheriff's Department Oversight Board will be discussed on August 20, as a borderline inactive body, and again on September 3, as a public safety body. A planned decision calendar can be found online at sf.gov/commissionstreamlining.

The following sections include a list of borderline inactive bodies and a discussion and recommended action for each. These recommendations are intended to support Task Force decision-making and action. All recommendations are preliminary and may be revisited at the future policy area meeting and/or updated if new information is gathered about a body.

Version History

Version	Date	Description
1	08/01/2025	Original
2	08/15/2025	Withdrew Residential User Appeals Board recommendation as the City Attorney's Office has looked into the history and details of the authorizing legislation and has now advised it is out of the Task Force's scope; updated the Treasure Island Citizen Advisory Board seat details based on board bylaws and BOS resolution; clarified financial processes related to MOHCD's SoMa Community Stabilization Fund Community Advisory Committee; reduced the total seat count for HRC's LGBTQI+ Advisory Committee; and summarized public correspondence in an appendix.
3	08/15/2025	Correct Disaster Council vacancies

Summary of Recommended Actions for Borderline Inactive Bodies

Dept.	Name of Body	Code Citation	Recommendation
ADM	Cannabis Oversight Committee	Administrative Code § 5.38-1	Keep
ADM	Sweatfree Procurement Advisory Group	Labor and Employment Code § 151.7	Eliminate
ADM	Treasure Island Development Authority Board of Directors	Cal. Health & Safety Code § 33492.5	Keep
ADM	Treasure Island/Yerba Buena Island Citizen Advisory Board	Board of Supervisors Res. No. 89-99	Eliminate
ADM	Justice Tracking Information System (JUSTIS) Committee Governance Council	Administrative Code § 2A.85	Eliminate
APD	Community Corrections Partnership	Cal. Penal Code §§ 1228-1233.8	Keep
CHF	Children, Youth and Their Families Oversight and Advisory Committee	Charter § 16.108-1; Administrative Code § 2A.233	Keep
CON	Citizens' General Obligation Bond Oversight Committee	Administrative Code § 5.30	Defer decision-making
CON	Enhanced Infrastructure Financing District Public Financing Authority No. 1	Administrative Code § 5.48	Keep
CPC	Bayview Hunters Point Citizens Advisory Committee	Administrative Code § 5.70	Keep
CPC	South of Market Community Planning Advisory Committee	Administrative Code § 5.26	Eliminate
DEM	Disaster Council	Administrative Code § 7.4	Keep
HRC	LGBTQI+ Advisory Committee	Administrative Code § 12A.6	Keep
HRD	Workers' Compensation Council	Administrative Code § 16.121-2	Eliminate
HSA	Commission on Aging Advisory Council	Administrative Code § 5.6-4	Defer decision-making
MYR	Citizens Committee on Community Development	Administrative Code § 2A.290	Keep
MYR	SoMa Community Stabilization Fund Community Advisory Committee	Administrative Code § 5.27	Eliminate
PRT	Waterfront Design Advisory Committee	Planning Code § 240	Eliminate
REG	Elections Commission	Charter § 13.103.5	Keep
SDA	Sheriff's Department Oversight Board	Charter § 4.137	Eliminate
TTX	Treasury Oversight Committee	Administrative Code § 5.9	Eliminate

Recommended Actions for Borderline Inactive Policy Bodies

1. Cannabis Oversight Committee (City Administrator's Office)

Advises the Board of Supervisors (BOS) and Mayor on the implementation and enforcement of cannabis laws and regulations ([Admin. Code § 5.38-1](#)).

Primary Department	ADM	Meetings (CY24)	5
Current Type	Advisory	Members (as of May 2025)	16 total seats 9 vacant seats (56%)
Established	2018	Appointing Officers	9 voting members appointed by BOS and 7 non-voting members appointed by Public Health, Police, Building Inspection, Planning, SFUSD, Entertainment Commission, and Fire.
Sunset Date	1/01/2027	Qualifications	Specialized seat qualifications for the BOS appointments related to cannabis business ownership, employment, and usage, including one seat reserved for a verified "equity applicant" who meets multiple eligibility criteria.

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive - greater than 25% vacancy rate
3 Overlap with other bodies	None
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Cannabis

Staff Recommendation: Keep

The Cannabis Oversight Committee brings together seasoned and new industry members to advise the City's elected leaders on how to implement and enforce cannabis laws. No other body could perform these tasks. The Cannabis Oversight Committee uplifts members of the cannabis industry

who are verified by the Office of Cannabis as Equity Applicants and Business Owners; these members meet many conditions based on justice involvement for cannabis offenses, income level, SFUSD attendance, and long-term San Francisco residence. Additionally, Ordinance [6-25](#) was approved six months ago extending the sunset date of this advisory body from 2025 to 2027; this both indicates a recent reaffirmation of the body and a sunset date earlier than the three year advisory committee template.

2. Sweatfree Procurement Advisory Group (City Administrator's Office)

Evaluates the implementation, administration, and enforcement of the Sweatfree Contracting Ordinance. Evaluates the industries engaged in the manufacture and sale of goods to determine whether contracts for any goods in addition to apparel, garments, and textiles should be targeted for enforcement. Determines how the City and County may maximize its purchase of goods produced in San Francisco ([Labor and Employment Code § 151.7](#))

Primary Department	ADM	Meetings (CY24)	3
Current Type	Advisory	Members (as of May 2025)	11 total seats 5 vacant seats (45%)
Established	2005	Appointing Officers	BOS (5 seats), MYR (5 seats), Controller (1 seat)
Sunset Date	N/A	Qualifications	Labor representation, public procurement, human rights/poverty advocacy, financial expertise

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – fewer than 4 meetings in CY24, greater than 25% vacancy rate
3 Overlap with other bodies	None
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Sweatfree contracting

Staff Recommendation: Eliminate

While advising on coordination of departmental processes was a valued function of the Advisory Group in the initial phases of implementing Article 151, twenty years after its effective date, the administration of Article 151 has reached a point of maturity where coordination can be more efficiently performed directly by department staff who are responsible for administering different aspects of the law. The subject-matter knowledge and knowledge transfer capacity of City staff has grown over time.

Meanwhile, investigations of sweatfree violations are conducted by an international nonprofit monitoring organization that the City contracts with. The monitoring organization has the ability to conduct on-site factory inspections and provide recommendations to remedy sweatfree violations.

8 | Recommended Actions for Borderline Inactive Bodies

The majority of other public procurement laws do not have an associated advisory group. Relatedly, most other peer public jurisdictions do not have a Sweatfree Procurement Advisory Group or equivalent codified into their municipal laws or procurement policies. For example, the City of Los Angeles, a peer jurisdiction with historical ties to the garment industry, requires contractors to follow a sweatfree code of conduct but does not have an advisory group mandated by law. The City of New York, another jurisdiction with historical ties to the garment industry, has policies related to ethical contractor behavior but neither a specific sweatfree procurement ordinance nor a sweatfree advisory group.

For a summary of public comment received for this body, refer to the Appendix.

3. Treasure Island Development Authority Board of Directors (City Administrator's Office)

Governs the Treasure Island Development Authority (TIDA), a City agency and non-profit corporation which promotes planning, redevelopment, reconstruction, rehabilitation, reuse and conversion of a former naval station, including Treasure Island and Yerba Buena Island, for the public interest, convenience, welfare and common benefit of the inhabitants of the City (Cal. Health & Safety Code § 33492.5).

Primary Department	ADM	Meetings (CY24)	9
Current Type	Governance	Members (as of May 2025)	7 total seats 2 vacant seats (29%)
Established	1997	Appointing Officers	Mayor
Sunset Date	None	Qualifications	Expertise in the areas of real estate development, urban planning, environmental protection and resource conservation, homeless assistance, financing and other disciplines relevant to the reuse of the naval station

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	Yes – the TIDA Board of Directors must exist as long as TIDA is incorporated as a nonprofit organization
2 Activity	Borderline inactive - greater than 25% vacancy rate
3 Overlap with other bodies	Planning and Land Use – Treasure Island 1. Treasure Island /Yerba Buena Island Citizen's Advisory Board
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☒ Single neighborhood Treasure Island ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Keep

The Treasure Island Development Authority Board of Directors (TIDA BOD) is legally required to exist as long as the Treasure Island Development Authority is incorporated as a nonprofit organization. It cannot be combined with another body. Staff recommend keeping it for this reason.

Furthermore, since gathering membership data, a sixth appointment was made, dropping the vacancy rate to 14%, which means TIDA BOD no longer meets the definition of borderline inactive.

Staff may recommend future modifications to this body's current structure once the Task Force develops a template for governance bodies.

4. Treasure Island/Yerba Buena Island Citizen Advisory Board (City Administrator's Office)

Gathers public input and opinion from diverse communities to provide additional expertise to the Treasure Island Development Authority (TIDA). Provides recommendations to TIDA concerning the final reviews and implementation of the draft base reuse plan dated July 1996, policies and objectives for interim reuses, and other matters of importance to the future of Treasure Island and all citizens of San Francisco as the Board of Directors of the Authority may refer to it ([Board of Supervisors Resolution 89-99](#)).

Primary Department	ADM	Meetings (CY24)	2
Current Type	Advisory	Members (as of May 2025)	25 total seats 11 vacant seats (44%)
Established	1999	Appointing Officers	Mayor (12 seats) and Board of Supervisors (9 seats)
Sunset Date	None	Qualifications	Island residence, low income, general interest and expertise in 20 areas relevant to TIDA

Evaluation:

Criteria		Evaluation
1	Required by state or federal law	No
2	Activity	Borderline inactive – fewer than 4 meetings in CY24, greater than 25% vacancy rate
3	Overlap with other bodies	Planning and Land Use – Treasure Island 1. Treasure Island Development Authority Board of Directors
4	Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☒ Single neighborhood Treasure Island ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Eliminate

The Community Advisory Board (CAB) should be eliminated to reflect the evolved context of the Treasure Island development. The CAB was created as part of the planning process, and the development plan was ultimately adopted in 2011. Since then, the CAB's relevance and utility have declined and engagement with the TIDA Board has decreased.

While the CAB has become an outlet for residents to raise quality-of-life issues, this function is misaligned with TIDA's core mission, which centers on long-term development. As the Island transitions into a more established residential community with an anticipated master HOA, this is the appropriate moment to sunset the CAB. Island residents would benefit from a dedicated residents'

organization which could more effectively liaise with City departments—such as SFPD and MTA—on neighborhood issues, alleviating the burden on TIDA to serve as a catch-all for local concerns and allowing it to refocus on its primary mandate. Should the TIDA Board have a need in the future for citizen input, it may create a subcommittee.

5. Justice Tracking Information System (JUSTIS) Committee Governance Council (City Administrator's Office)

Establishes policy, provides guidance, and oversees the ongoing operations of JUSTIS, an integrated criminal justice information system serving participating criminal justice agencies in San Francisco ([Admin. Code § 2A.85](#)).

Primary Department	ADM – DT	Meetings (CY24)	1
Current Type	Staff Working Group	Members (as of May 2025)	12 total seats 0 vacant seats (0%)
Established	2000	Appointing Officers	12 public safety departments
Sunset Date	None	Qualifications	City employees

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – fewer than 4 meetings in CY24
3 Overlap with other bodies	General Admin & Finance – Information Technology 1. Committee on Information Technology
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic IT system governance

Staff Recommendation: Eliminate

Technology has evolved in the twenty-five years since this body was created, with the ongoing management of integrated justice-related technology infrastructure now addressed within DT's operational structure. The Council has faced difficulties securing participation from required members, particularly elected public safety officials, in part due to membership criteria that limit delegation. Current work relies on ongoing coordination among departmental IT staff outside of the Council.

For a summary of public comment received for this body, refer to the Appendix.

6. Community Corrections Partnership (Adult Probation Department)

Advises the City on the use of evidence-based practices in sentencing and probation in compliance with the use of state Community Corrections Performance Incentives funds (Cal. Penal Code §§ 1228-1233.8).

Primary Department	ADP	Meetings (CY24)	2
Current Type	Staff Working Group	Members (as of May 2025)	13 total seats 1 vacant seat (8%)
Established	2011	Appointing Officers	Court, Board of Supervisors or City Administrator's Office, District Attorney, Public Defender, Sheriff, Police, Human Services, Public Health, Adult Probation, Nonprofits
Sunset Date	None	Qualifications	Various public safety professionals, nonprofit providing rehabilitative services to those convicted of a criminal offense, and an individual representing the interest of victims

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	Yes – required to exist to receive State funds
2 Activity	Borderline inactive – fewer than 4 meetings in CY24
3 Overlap with other bodies	Justice System – Sentencing and Probation 1. Sentencing Commission 2. Reentry Council 3. Juvenile Justice Coordinating Council 4. Juvenile Probation Commission
4 Breadth	Is the body's focus limited to one of the following? ☒ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Keep

This body is legally required to receive state Community Corrections Performance Incentives funds.

7. Children, Youth and Their Families Oversight and Advisory Committee

(Department of Children, Youth, and Their Families)

Provides a forum for community members and service providers to discuss decisions regarding the Children and Youth Fund. While not a full governance body, has important governance responsibilities to oversee the Department of Children, Youth, and Their Families' (DCYF's) grantmaking process and approve certain budget and policy documents. Participates in the evaluation of the DCYF Director and assists in recruitment when the position is vacant. Advised by DCYF's Service Provider Working Group on issues faced by nonprofits providing children's services ([Charter § 16.108-1](#); [Admin. Code § 2A.233](#)).

Primary Department	CHF	Meetings (CY24)	4
Current Type	Advisory*	Members (as of May 2025)	11 total seats 9 vacant seats (82%)
Established	2015	Appointing Officers	Mayor, Board of Supervisors
Sunset Date	None	Qualifications	Seats reserved for youth, parents, and people with experience providing children's services
*includes some governance responsibilities			

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – greater than 25% vacancy rate
3 Overlap with other bodies	Children and Youth 1. Service Provider Working Group 2. Our Children, Our Families Council 3. Child Care Planning and Advisory Council 4. Children and Families First Commission 5. Early Childhood Community Oversight and Advisory Committee
4 Breadth	Is the body's focus limited to one of the following? ☒ Single funding source Children & Youth Fund ☐ Single neighborhood ☒ Age or demographic group Children & youth ☐ Narrow topic

Staff Recommendation: Keep

This body had a high vacancy rate in the last year, but Mayor Lurie recently appointed five new commissioners, and the Board of Supervisors is actively recruiting members for the other open seats. DCYF expects all seats to be filled in the coming months.

The OAC provides oversight of DCYF's large grant portfolio (\$90+ million per year) and reviews and approves several planning documents developed throughout DCYF's 5-year grantmaking cycle. DCYF finds this input valuable for supporting planning, community engagement, and RFP development. Since this body expects to imminently fill its remaining vacancies and provides value to the department, staff recommend keeping it.

For a summary of public comment received for this body, refer to the Appendix.

8. Citizens' General Obligation Bond Oversight Committee (Controller's Office)

Conducts hearings and reviews documentation relating to the City's general obligation (GO) bond programs and informs the Board of Supervisors and the public concerning the expenditure of the proceeds of such bonds. Serves as a Citizens Audit Review Board, providing advisory input to the Controller acting as City Services Auditor, including by reviewing service standards, audits, and the City's whistleblower program ([Admin. Code §§ 5.30-5.36](#)).

Primary Department	CON	Meetings (CY24)	5
Current Type	Advisory	Members (as of May 2025)	9 total seats 3 vacant seats (33%)
Established	2002	Appointing Officers	Mayor, Board of Supervisors, Controller, Civil Grand Jury
Sunset Date	None	Qualifications	Various requirements around business, labor, community, financial, and construction expertise.

Evaluation:

Criteria		Evaluation
1	Required by state or federal law	No
2	Activity	Borderline inactive – greater than 25% vacancy rate
3	Overlap with other bodies	None
4	Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic GO bond program

Staff Recommendation: Defer decision-making

CGOBOC had a high vacancy rate in the last year but still meets regularly and is actively working on recruitment to fill its vacant seats. The Task Force should evaluate all finance bodies collectively at the November 5 meeting.

9. Enhanced Infrastructure Financing District Public Financing Authority No. 1 (Controller's Office)

Serves as the governing body for the City's Power Station Enhanced Infrastructure Financing District (EIFD). Operates as a local agency distinct from the City and County, tasked with financing public capital projects and community serving infrastructure. Responsible for all duties conferred by Government Code § 53398.50, including preparing, adopting, and implementing the Power Stations' infrastructure financing plan; directing the issuance of bonds and indebtedness to fund approved projects; and overseeing the annual public hearing and reporting, including independent audits ([Admin. Code § 5.48](#)).

Primary Department	CON	Meetings (CY24)	1
Current Type	Regulatory	Members (as of May 2025)	5 total seats 0 vacant seats (0%)
Established	2023	Appointing Officers	President of the Board of Supervisors
Sunset Date	End of tax revenue and full repayment of debt	Qualifications	None

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	Yes – required to exist if the EIFD exists
2 Activity	Borderline inactive – fewer than 4 meetings in CY24
3 Overlap with other bodies	General Administration & Finance – Economic Development
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Enhanced infrastructure financing districts

Staff Recommendation: Keep

The EIFD Public Financing Authority No. 1 must exist if the EIFD exists. The body's functions cannot be transferred to another body.

10. Bayview Hunters Point Citizens Advisory Committee (San Francisco Planning)

Advises the City on planning and land use policy for Zone 2 and Survey Area C of the Bayview Hunters Point Redevelopment Project Area ([Admin. Code § 5.71](#)).

Primary Department	CPC	Meetings (CY24)	7
Current Type	Advisory	Members (as of May 2025)	12 total seats 6 vacant seats (50%)
Established	2013	Appointing Officers	Mayor, District 10 Supervisor, City Administrator
Sunset Date	None	Qualifications	Relevant experience, interest, or familiarity in several topics related to land use

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – greater than 25% vacancy rate
3 Overlap with other bodies	Planning and Land Use 1. Planning Commission
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☒ Single neighborhood Bayview Hunters Point ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Keep

This body currently has a high vacancy rate but met regularly in the last calendar year to advise on land use decisions in the Bayview Hunters Point Redevelopment Project Area. While these decisions are ultimately made by the Planning Commission, the CAC provides a forum for resident participation in a neighborhood that has been impacted by historic disinvestment, redlining, environmental injustice, and other inequitable land use decisions.

Staff recommend keeping this body and conforming to the advisory committee template.

Recommended Changes:

Template component	Current State	Recommended Change
Sunset date	None	In 3 years

This is only a preliminary list of recommended changes. If the Task Force chooses to keep the BHP CAC at this time, alignment with additional template elements will be considered in the subsequent Housing and Economic Development policy area meeting on October 1, 2025.

11. South of Market Community Planning Advisory Committee (San Francisco Planning)

Advises city agencies regarding the implementation of the Central SoMa, East SoMa, and Western SoMa Area Plans ([Admin. Code § 5.26](#)).

Primary Department	CPC	Meetings (CY24)	4
Current Type	Advisory	Members (as of May 2025)	11 total seats 4 vacant seats (36%)
Established	2019	Appointing Officers	Mayor, District 6 Supervisor
Sunset Date	1/1/2035	Qualifications	SoMa residency and various other qualifications

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – greater than 25% vacancy rate
3 Overlap with other bodies	Planning and Land Use 1. Planning Commission 2. Interagency Planning and Implementation Committee
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☒ Single neighborhood SoMa ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Eliminate

This body has a high vacancy rate but met on a quarterly basis in the last calendar year to advise on the implementation of several Area Plans related to the South of Market neighborhood. The Planning Department, in collaboration with community stakeholders, has developed and adopted several Area Plans to guide neighborhood growth and change. Area Plans are approved by the Planning Commission.

Given that Area Plans are developed through intensive public engagement and the Planning Department has a process in place to manage their implementation, we recommend eliminating this body and removing it from code. If this body is removed from code, the Planning Department should continue to provide updates and solicit feedback from the SoMa community through a variety of other methods.

12. Disaster Council (Department of Emergency Management)

Develops and approves plans for disaster response requiring the mobilization of public and private resources and advises the Board of Supervisors on regulations needed to implement these plans ([Admin. Code Chapter 7](#)).

Primary Department	DEM	Meetings (CY24)	1
Current Type	Staff Working Group	Members (as of May 2025)	13 total seats 0 vacant seats (0%)
Established	1972	Appointing Officers	Mayor, President of the Board of Supervisors
Sunset Date	None	Qualifications	None, but includes representatives of external groups with official emergency roles (i.e. PG&E and the Red Cross)

Evaluation:

Criteria		Evaluation
1	Required by state or federal law	No, but expressly permitted under state law
2	Activity	Borderline inactive – fewer than 4 meetings in CY24
3	Overlap with other bodies	None
4	Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Disaster preparedness

Staff Recommendation: Keep

The Disaster Council keeps San Francisco safe and prepared for crises. The Council meets only as frequently as necessary to revise plans.

13. **LGBTQI+ Advisory Committee** (Human Rights Commission)

Advises the Human Rights Commission on discrimination against and other issues affecting the queer community ([Admin. Code § 12A.6\(c\)](#)).

Primary Department	HRC	Meetings (CY24)	3
Current Type	Advisory	Members (as of May 2025)	15 total seats 6 vacant seats (40%)
Established	1975	Appointing Officers	Human Rights Commission
Sunset Date	None	Qualifications	Queer or close work with the queer community

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – fewer than 4 meetings in CY24, greater than 25% vacancy rate
3 Overlap with other bodies	Human Rights 1. Human Rights Commission
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☒ Age or demographic group LGBTQI+ community ☐ Narrow topic

Staff Recommendation: Keep

The Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Advisory Committee (LGBTQI+AC) was established in 1975 to advise the Human Rights Commission on discrimination against LGBTQI+ communities. Fifty years later, LGBTQI+ issues are as important as ever. Staff recommend keeping this body and conforming it to the advisory committee template.

Recommended Changes:

Template component	Current State	Recommended Change
Sunset date	None	In 3 years

This is only a preliminary list of recommended changes. If the Task Force chooses to keep the LGBTQI+AC at this time, alignment with additional template elements will be considered in the subsequent Public Health and Wellbeing policy area meeting on October 15, 2025.

14. Workers' Compensation Council (Human Resources)

Acts in an advisory capacity in all matters pertaining to workers' compensation and safety as required for the guidance of management, department heads, officers and employees of the City and County of San Francisco ([Admin. Code § 16.121-2](#)).

Primary Department	HRD	Meetings (CY24)	3
Current Type	Staff Working Group	Members (as of May 2025)	6 total seats 0 vacant seats (0%)
Established	1961	Appointing Officers	Human Resources, City Administrator, Controller's Office, City Attorney, Retirement, Mayor
Sunset Date	None	Qualifications	None

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – fewer than 4 meetings in CY24
3 Overlap with other bodies	General Admin & Finance – Human Resources 1. Civil Service Commission
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Workers' compensation

Staff Recommendation: Eliminate

The purview of the Workers' Compensation Council could be handled internally by the Department of Human Resources, collaborating with other departments as needed. A codified public body is no longer necessary for this work to be performed.

15. Commission on Aging Advisory Council (Human Services Agency)

Advises the Disability and Aging Services Commission on all matters relating to the development, administration, and operations of its area plan, including needs assessments, priorities, programs, budgets, and other matters relating to the wellbeing of the population served within the scope and spirit of federal, state, and local regulations, laws, and ordinances ([Admin. Code § 5.6-4](#)).

Primary Department	HSA	Meetings (CY24)	
Current Type	Advisory	Members (as of May 2025)	22 total seats 7 vacant seats (32%)
Established	1985	Appointing Officers	Board of Supervisors, Disability and Aging Services Commission
Sunset Date	None	Qualifications	Majority of members must be aged 60+

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	Yes
2 Activity	Borderline inactive – fewer than 4 meetings in CY24, greater than 25% vacancy rate
3 Overlap with other bodies	Disability and Aging 1. Disability and Aging Services Commission 2. Dignity Fund Oversight and Advisory Committee 3. Long Term Care Coordinating Council
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☒ Age or demographic group Seniors and people with disabilities ☐ Narrow topic

Staff Recommendation: Defer decision-making

Several bodies advise or oversee the Department of Disability and Aging Services (DAS). The Task Force should evaluate these bodies collectively at the October 15 meeting to better understand their interrelated scope, functions, legal authorities, and appointment structures.

16. Citizens Committee on Community Development (Mayor's Office of Housing and Community Development)

Makes recommendations to the Mayor and Board of Supervisors on United States Department of Housing and Urban Development (HUD) funding allocations and policy matters that are directly related to community development efforts in the City ([Admin. Code § 2A.290](#)).

Primary Department	MYR	Meetings (CY24)	4
Current Type	Advisory	Members (as of May 2025)	9 total seats 3 vacant seats (33%)
Established	2009	Appointing Officers	Mayor, Board of Supervisors
Sunset Date	None	Qualifications	Various considerations around professional expertise and lived experience

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	Yes – fulfills a requirement to receive HUD funding. If the City chooses to eliminate this body, it will need HUD approval for an alternative process for community input and involvement.
2 Activity	Borderline inactive – greater than 25% vacancy rate
3 Overlap with other bodies	None
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic HUD community development grants

Staff Recommendation: Keep

This body fulfills a HUD requirement to hold public hearings and gather community input in order to receive certain federal grants. The Mayor's Office of Housing and Community Development (MOHCD) leads the City's compliance efforts, but multiple departments benefit from these grant dollars.

If this body were eliminated, the City would need to identify a suitable alternative and receive HUD approval. There is no readily apparent alternative. MOHCD does not have a governance body, nor does it have any other advisory bodies dedicated wholly toward community development. Instead, the department would need to design a new public hearing process from the ground up, and future funding would be contingent upon HUD approval of that new process.

While the City may eliminate this body, the complication and risks appear to outweigh the benefits.

17. SoMa Community Stabilization Fund Community Advisory Committee (Mayor's Office of Housing and Community Development)

The purpose of the SoMa Community Stabilization Fund Community Advisory Committee is to advise the Mayor's Office of Community Development (MOHCD), the Board of Supervisors and the Mayor on recommended expenditures of the SoMa Community Stabilization Fund. The fund was created to receive stabilization impact fees on certain residential developments in the Rincon Hill Area Plan to mitigate the impacts of residential development and provide community stabilization benefits in SoMa ([Admin. Code § 5.27](#)).

Primary Department	MYR	Meetings (CY24)	4
Current Type	Advisory	Members (as of May 2025)	7 total seats 2 vacant seats (29%)
Established	2006	Appointing Officers	Board of Supervisors
Sunset Date	1/1/2035	Qualifications	SoMa residency, professional expertise, and lived experience

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – greater than 25% vacancy rate
3 Overlap with other bodies	Issues affecting South of Market 1. South of Market Community Planning Advisory Committee
4 Breadth	Is the body's focus limited to one of the following? ☒ Single funding source SoMa Community Stabilization Fund ☒ Single neighborhood SoMa ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Eliminate

The SoMa Community Stabilization Fund Community Advisory Committee advises MOHCD on its administration of the SoMa Community Stabilization Fund. Allocations from the fund are subject to approval from both the Mayor and Board of Supervisors through as-need expenditure ordinances, similar to the accept and expend process for grants.

MOHCD currently administers 25+ specific funding sources without dedicated advisory bodies. It is not clear why this particular fund requires one, particularly since all expenditures from the fund are specifically approved by the Mayor and the Board of Supervisors.

18. Waterfront Design Advisory Committee (Port)

Reviews major Port waterfront development projects and provides design recommendations to the Port and the San Francisco Planning Department staff and Commission. The purpose of the waterfront design review process is to identify and integrate the State, regional, and local objectives pertaining to the urban design of major, non-maritime development projects and proposed uses in order to optimize the public enjoyment and beneficial use of this public trust resource ([Admin. Code § 240\(c\)](#)).

Primary Department	PRT	Meetings (CY24)	1
Current Type	Advisory	Members (as of May 2025)	5 total seats 0 vacant seats (0%)
Established	1991	Appointing Officers	Port, Planning
Sunset Date	None	Qualifications	Seats reserved for planners, architects, and historic preservationists

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – fewer than 4 meetings in CY24
3 Overlap with other bodies	Planning and Land Use – Port 1. Port Commission
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Waterfront design review

Staff Recommendation: Eliminate

The Port Commission is responsible for issuing most permits for development projects on Port property. The Planning Commission and the Bay Conservation and Development Commission (BCDC) may also issue permits for certain projects. The Waterfront Design Advisory Committee advises the Port Commission and Planning Commission on the design of waterfront development projects. Its advice is non-binding and it does not issue any permits. This function could be appropriately handled by a passive meeting body, which is not established in law or subject to the same public meeting requirements as an official policy body.

19. Elections Commission (Elections Department)

Sets policies for and is responsible for administering the Department of Elections. Approves written plans before each election, submitted by the Director of Elections, detailing the policies, procedures, and personnel that will be used to conduct the election. After an election, assesses how well the plan succeeded in carrying out a free, fair, and functional election ([Charter § 13.103.5](#)).

Primary Department	REG	Meetings (CY24)	12
Current Type	Governance	Members (as of May 2025)	7 total seats 2 vacant seats (29%)
Established	2001	Appointing Officers	Mayor, City Attorney, Treasurer & Tax Collector, District Attorney, Public Defender, San Francisco Unified School District, Board of Supervisors
Sunset Date	None	Qualifications	Some seats require expertise in elections, elections law, or financial management

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No
2 Activity	Borderline inactive – greater than 25% vacancy rate
3 Overlap with other bodies	General Admin & Finance - Elections 1. Elections Task Force 2. Ballot Simplification Committee
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☐ Narrow topic

Staff Recommendation: Keep

While the Elections Commission currently has a high vacancy rate, it met monthly in the past year and is essential to the effective operation of San Francisco government.

20. Sheriff's Department Oversight Board (Office of the Sheriff's Inspector General)

Appoints, evaluates the work of, and removes the Inspector General from the Sheriff's Department Office of Inspector General. Reviews and recommends best practices for custodial and patrol operations, incorporates community feedback on Department activities and jail conditions, and reports findings to the Sheriff. Summarizes and submits this information to the Board of Supervisors on a quarterly and annual basis ([Charter § 4.137](#)).

Primary Department	SDA	Meetings (CY24)	12
Current Type	Regulatory	Members (as of May 2025)	7 total seats 2 vacant seats (29%)
Established	2020	Appointing Officers	3 seats by Mayor, 4 seats by Board of Supervisors
Sunset Date	None	Qualifications	One of the BOS seats must be held by a person with experience in labor representation

Evaluation:

Criteria		Evaluation
1	Required by state or federal law	No
2	Activity	Borderline inactive – greater than 25% vacancy rate
3	Overlap with other bodies	None
4	Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Sheriff's Department oversight

Staff Recommendation: Eliminate

The duties completed by the Sheriff's Department Oversight Board could be adopted by the Department of Police Accountability, centralizing the oversight of public safety departments in San Francisco.

For a summary of public comment received for this body, refer to the Appendix.

21. Treasury Oversight Committee (Treasurer and Tax Collector)

Advises the Treasurer on the investment of public funds held in the City and County Treasury. Reviews and provides input on investment policies to ensure the security and performance of deposited funds. Composed primarily of fund depositors, the Committee supports transparency and accountability in the management of public investments ([Admin. Code § 5.9](#)).

Primary Department	TTX	Meetings (CY24)	3
Current Type	Advisory	Members (as of May 2025)	7 total seats 1 vacant seat (14 %)
Established	2000	Appointing Officers	Treasurer
Sunset Date	None	Qualifications	5 nominations forwarded to Treasurer by City departments. 2 seats with financial expertise. Members are primarily the depositors of funds into the City and County Treasury.

Evaluation:

Criteria	Evaluation
1 Required by state or federal law	No, but expressly permitted by state law
2 Activity	Borderline inactive – fewer than 4 meetings in CY24
3 Overlap with other bodies	None
4 Breadth	Is the body's focus limited to one of the following? ☐ Single funding source ☐ Single neighborhood ☐ Age or demographic group ☒ Narrow topic Treasury oversight

Staff Recommendation: Eliminate

This advisory body is intended to provide public transparency and oversight of a highly complex topic. Its meetings are not well attended and typically feature no public engagement. Meeting materials are based on monthly investment reports that are issued by the Office of the Treasurer and Tax Collector. These reports would continue to be published whether or not this body continues to exist.

Appendix: Correspondence Received by Body

Comments received as of 12pm on Friday, August 15.

More details are available at

<https://www.sf.gov/commission-streamlining-task-force-public-correspondence>

Children, Youth, and Their Families Oversight and Advisory Committee (DCYF OAC)

Public comment was received from 1 member of the public, and 1 letter co-signed by a consortium of over 40 community-based organizations. All wanted to keep the body. The member of the public said the body currently acts as a governance body for the Department of Children, Youth, and Their Families, and the intent of the original legislation was to be as expansive as possible in describing the body's powers.

Justice Tracking Information System (JUSTIS) Committee Governance Council

Public comment was received from the San Francisco's Chief Information Officer/Department of Technology Director. He supported eliminating the body because 1) it has accomplished its original mandate and no longer plays an active governance or decision-making role, and 2) ongoing operational coordination is now successfully handled by the JUSTIS Operations Workgroup, which includes IT managers from member departments.

Sheriff's Department Oversight Board (SDOB)

Public comment was received from the Board President and Commission Secretary opposing the recommendation to eliminate the body. The Board President explained the body has set ambitious goals and spent one year obtaining expert and community feedback for hiring the Inspector General. She acknowledged struggles with vacancies but stated the Mayor recently made one appointment, leaving only one seat vacant (for a 15% vacancy rate).

Sweatfree Procurement Advisory Group (SPAG)

Public comment was received from a member of the advisory group who explained that despite vacancies, SPAG has been meeting recently, and that the transition back to mandatory in-person meetings led the body to reduce its meeting frequency from quarterly to weekly, given many members were continuing to work remotely. The original intent of the 2005 Sweatfree Procurement Ordinance was to expand beyond the garment industry and change global supply chains.



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: August 5, 2025

SUBJECT: List of Bodies That Fulfill State or Federal Legal Requirements for Future Discussion

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss legally required bodies in an upcoming meeting. This memo establishes a list of such bodies and briefly discusses some considerations for upcoming Task Force decisions.

Legally required bodies are those which fulfill some state or federal legal mandate. While most bodies have legal duties under the San Francisco Charter or local codes, the Task Force may suggest amendments to these laws and direct the City Attorney to prepare draft legislation enacting those changes. However, the Task Force cannot amend state or federal laws. This restricts what actions the Task Force may recommend for bodies required by state or federal code.

In consultation with the City Attorney's Office, we identified 27 legally required bodies. These bodies may themselves be legally required, or they may fulfill some purpose which is legally required. Legal requirements limit what actions the Task Force may take with respect to these bodies:

- If the body itself is legally required, the Task Force may not eliminate it.
- If the body fulfills a legally required function, the Task Force must identify a suitable alternative to carry out that function in order to eliminate the body.
- If state or federal law prescribes details about a body (e.g., membership or qualifications), the Task Force may not alter those details.

This memo does not issue recommended actions for the bodies listed. Instead, the Task Force should continue its work to develop evaluation criteria and templates which will allow staff to issue recommendations for these bodies in the future by policy area.

Version History

Version	Date	Description
1	07/18/2025	Original
2	07/24/2025	Added Board of Examiners and Health Commission
3	08/05/2025	Updated descriptions of legal requirements and segmented list into two groups: 1. bodies that are required by state or federal law and 2. bodies that fulfill state or federal legal requirements

List of Bodies That Are Required by State or Federal Law

The 16 bodies listed below are all required to exist under state or federal law. The Task Force may not vote to eliminate them. In some cases, it might be possible to combine these bodies with others, but any combinations would require further legal analysis.

Name of Body	Code Authorization	State or Federal Legal Requirement(s)	Description
Asian Art Commission	Charter §§ 5.102, 5.104	Restatement (Third) of Trusts §2 (2003)	This body must exist with members serving as fiduciaries of the trust.
Behavioral Health Commission	Administrative Code § 15.12	Cal. Welf. & Inst. Code §§ 5604 et seq.	This body must exist; its functions cannot be transferred to another board or commission.
Children and Families First Commission	Charter §§ 16.123.1-16.123-10; Admin. Code Chapter 86	Cal. Health & Safety Code sections 130100	This body must exist; its functions cannot be transferred to another board or commission.
Commission on Aging Advisory Council	Administrative Code § 5.6-4	42 U.S.C.A. §§ 3025, 3026	This body must exist; its functions cannot be transferred to another board or commission.
Community Corrections Partnership	Cal. Penal Code §§ 1228-1233.8	Cal. Penal Code § 1230	This body must exist as long as we receive Community Corrections Performance Incentives funds; its functions cannot be transferred to another board or commission.
Enhanced Infrastructure Financing District Public Financing Authority No. 1	Administrative Code § 5.48-2	Cal. Govt Code § 53398.51.1	This body must exist if the EIFD exists; its functions cannot be transferred to another board or commission.
Fine Arts Museums Board of Trustees	Charter §§ 5.102, 5.105	Restatement (Third) of Trusts §2 (2003)	This body must exist with members serving as fiduciaries of the trust.
Juvenile Justice Coordinating Council	Cal. Welfare and Institutions Code §§ 749.2-749.27	Welf. & Inst. Code § 749.22	This body must exist; its functions cannot be transferred to another board or commission.
Law Library Board of Trustees ³	Charter § 8.103	Cal. Assembly Stat. 1869-70, ch. CLXXIII and Cal. Business and Professions Code § 6363	This board is not a City body. The board must exist under State law, and cannot be combined with another City board. But there is no requirement for the board to be established in the Charter or any City ordinance.

4 | List of Bodies That Fulfill State or Federal Legal Requirements

Name of Body	Code Authorization	State or Federal Legal Requirement(s)	Description
Port Commission	Charter § 4.114	Section 12 of the Burton Act (Chapter 1333, Statutes of 1968)	This commission must exist; its functions cannot be transferred to another board or commission
Real Estate Fraud Prosecution Trust Fund Committee	Administrative Code § 8.24-5	Cal. Gov't Code § 27388	This committee must exist but only needs to meet in certain situations; its functions cannot be transferred to another board or commission.
Retiree Health Care Trust Fund Board	Charter § 12.204	Cal. Constitution Article XVI, § 17	This board must exist with members serving as fiduciaries of the trust; its functions cannot be transferred to another board or commission.
Retirement Board	Charter § 12.100	Cal. Constitution Article XVI, § 17	This board must exist with members serving as fiduciaries of the trust; its functions cannot be transferred to another board or commission.
Treasure Island Development Authority Board of Directors	Cal. Health & Safety Code § 33492.5		This board cannot be combined with another body. It must exist as long as the TIDA is incorporated as a nonprofit, but if that status changes then it will no longer be legally required.
War Memorial Board of Trustees	Charter § 5.106	Restatement (Third) of Trusts §2 (2003)	This body must exist with members serving as fiduciaries of the trust.
Workforce Investment Board	Admin. Code Chapter 30	29 U.S.C. § 3101 et seq., Cal. Unemployment Insurance Code § 14200 et seq.	This board must exist; its functions cannot be transferred to another board or commission.

List of Bodies That Fulfill State or Federal Legal Requirements

The 11 bodies listed below all fulfill some function that is required by state or federal law. These particular bodies are not required to exist, so long as the legal requirements are met by some other body or City department. The Task Force may vote to eliminate any of these bodies but first must identify a suitable alternative to carry out the body's legally required function.

Name of Body	Code Authorization	State or Federal Legal Requirement(s)	Description
Abatement Appeals Board	Charter Sec. D3.750-5, Building Code § 105A.2	Cal. Building Code § 1.8.8.3 and Health & Safety Code § 17920.5	May be combined with another body, or the Board of Supervisors may handle appeals.
Access Appeals Commission	Charter Sec. D3.750-5, Building Code § 105A.3	Cal. Health & Safety Code § 19957.5	May be combined with another body, but membership qualifications are constrained (two members must have disabilities, two members must be experienced in construction).
Assessment Appeals Board	Administrative Code § 2B.1	Cal. Constitution, Section 16, Art. XIII	The Constitution requires the AAB to exist, unless the function is carried out by the Board of Supervisors.
Board of Appeals	Charter § 4.106	Cal. Health & Safety Code §§ 17920.5, 17920.6, 17925	May be combined with another body, or the Board of Supervisors may handle appeals.
Board of Examiners	Charter Sec. D3.750-5, Building Code § 105A.1	Cal. Building Code § 1.8.8.1	May be combined with another body, or the Board of Supervisors may handle appeals.
Child Care Planning and Advisory Council	Administrative Code § 5.200	Cal. Welf. & Inst. Code sections 10480, 10485–10487	The City must have a local child care and development planning council, with seat qualifications and appointment authority set in state law. But the City could designate another existing child care planning council or coordinated child and family services council as the local planning council.
Citizens Committee on Community Development	Administrative Code § 2A.290	24 CFR 91.105	No formal body is needed, but the City must have a citizen participation plan approved by the U.S. Department of Housing and Urban Development (HUD), which must include at least 2 public hearings in order to receive certain federal grants.

6 | List of Bodies That Fulfill State or Federal Legal Requirements

Name of Body	Code Authorization	State or Federal Legal Requirement(s)	Description
Health Commission	Charter § 4.110	42 C.F.R. § 482.12 Cal. Health & Safety Code § 1250(a); 22 C.C.R. § 70701; 42 C.F.R. § 483.70(d)	The commission's functions may be transferred to another board or commission or to the Board of Supervisors.
In-Home Supportive Services Public Authority Governing Board	Administrative Code § 70.2	Cal. Welf. & Inst. Code §§ 12301.6, 12302.25	The governing board must exist, and its functions cannot be transferred to another board or commission—unless (1) the Board of Supervisors designates itself as the governing body and establishes a state-mandated advisory body, or (2) the City contracts with a nonprofit consortium to provide for the delivery of in-home supportive services.
Local Homeless Coordinating Board	Administrative Code § 5.31-1	24 C.F.R. 578.5 et seq.	Another City body could carry out the functions of this board, but that body would need to comply with federal regulations, which require the board to be representative of the relevant organizations and of projects serving homeless subpopulations and include at least one homeless or formerly homeless individual.
Relocation Appeals Board	Admin. Code §§ 24.7, 24B.1	Cal. Health & Safety Code § 33417.5	The board's functions may be transferred to another board or commission, subject to some appointment requirements in state law: five members appointed by the Mayor or President of the Board of Supervisors, subject to the approval of the Board of Supervisors.



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

KEY INFORMATION ON PROPOSITION E PROCESS AND TIMELINE

In November 2024, voters approved Proposition E, which created the Commission Streamlining Task Force (“Task Force”). This group is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City’s appointive boards and commissions (“public bodies”) to make the government run better.

Task Force Recommendation Process

The Task Force will discuss and vote on initial recommendations in public meetings from **August through November 2025**. Approximately 1.5 weeks before each meeting, staff will post informational memos online that include criteria-based proposals for which bodies to keep, eliminate, or modify. The Task Force can clarify or modify any of its decisions at any time until **February 1, 2026**.

Task Force recommendations on bodies in the Charter or approved by voters can only be implemented by putting a Charter amendment on the ballot. The City Attorney will draft a Charter amendment based on the Task Force’s recommendations. The Board of Supervisors then must decide if they want to modify the Task Force’s proposed amendment and if they want to put the amendment on the ballot. Any changes to bodies in the Charter will only be final if the Board of Supervisors votes to place a measure on the ballot and the voters approve the measure on November 3, 2026.

Task Force recommendations on bodies in the Municipal Codes can be implemented by ordinance, without going to the ballot. The Task Force may direct the City Attorney to draft ordinances based on the Task Force’s recommendations that the Task Force can introduce at the Board of Supervisors at any time. These ordinances shall go into effect within 90 days unless rejected by a two-thirds vote of the Board of Supervisors (8 of 11 members).

Key Dates

- **Public meetings** where the Task Force will discuss public bodies by policy area:
 - **Sep 3:** Public Safety
 - **Sep 17:** Infrastructure, Climate, and Mobility
 - **Oct 1:** Housing and Economic Development
 - **Oct 15:** Public Health and Wellbeing
 - **Nov 5:** General Administration and Finance
- **By February 1, 2026:** Task Force will finalize recommendations and vote to approve its final report.
- **By March 1, 2026:** City Attorney’s Office will draft a Charter amendment based on the Task Force’s recommendations.
- **By April 1, 2026:** Board of Supervisors will hold a hearing on the Task Force’s final report and recommendations.
- **By July 2026:** Board of Supervisors will decide whether to place a Charter amendment on the November 2026 ballot.

Task Force can introduce ordinances at the Board of Supervisors at any time, but likely not until **early 2026**



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Hannah Kohanzadeh, Principal Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: September 2, 2025

SUBJECT: Recommended Actions for Public Safety Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss 10 public safety bodies at its September 3 meeting. This memo provides information the Task Force may use to inform the recommendations for these policy bodies.

Staff applied a set of evaluation criteria to each body and also provided an overview, a summary of relevant information and analysis, and the application of a template¹ where applicable. City departments, commissioners, and members of the public provided some contextual information that informs these sections.

After reviewing each body, the application of evaluation criteria results in the following recommendations:.

- Keep or consider keeping 7 bodies
- Consider eliminating 1 body
- Consider combining or eliminating 1 body
- No recommendation for 1 body

¹ The Task Force created templates for Advisory Committees, Governance Commissions, and Appeals Boards with the goal of providing standards for each type of body. These templates may inform recommended changes to current bodies and the Task Force will determine how to memorialize these templates so that they may inform the creation of future bodies. The templates are available on the Task Force's website <https://www.sf.gov/commission-streamlining-task-force> under "Resources."

Simplified Evaluation Criteria:

Category	Evaluation Criteria	Outcome if Yes
1 Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
	1B. Does this body fulfil some function required by state or federal law?	Go to 1C
	1C. Could either another body or City staff fulfil this legal requirement?	Consider consolidating or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider consolidating or modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or consolidating
	3B. Could these issues be addressed by applying templates?	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4B and 4C
	4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Keep and consider expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5B
	5B. Could those interests be adequately represented by some other body or City department?	Consider consolidating or eliminating
<i>If the answer is "no" to all criteria, consider keeping the body.</i>		

At its September 3 meeting, the Task Force may vote to recommend eliminating any or all of these bodies from the charter or code. If the Task Force recommends eliminating a body at the September 3 meeting, the City Attorney will prepare draft legislation removing it from the charter or code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

Comments pertaining to a specific body or bodies will be shared with Task Force members if emailed to commission.streamlining@sfgov.org 24 hours prior to the Task Force meeting.

Decisions made by the Task Force will be memorialized in an updated “Decision Log” available in the “Resources” section of the Task Force’s website (<https://www.sf.gov/commission-streamlining-task-force>).

Version History

Version	Date	Description
1	08/15/2025	Original
2	08/29/2025	Added an introductory description of the Task Force process; Adjusted language and added reference to decision log to introduction; Expanded evaluation criteria tables and incorporated new "criteria-based outcome" results to supplement "prior staff recommendations" throughout; Slightly adjusted narrative throughout to align to new "criteria-based outcome"; Provided more detail about Juvenile Justice Coordinating Council qualifications.
3	09/02/2025	Corrected outcome for 5A in the Simplified Evaluation Criteria table on page 3.
4	09/02/2025	Corrected typos on page 40; added a footnote to 5A in the Simplified Evaluation Criteria on page 41.
5	09/05/2025	Completed blank "Appointing Authority Proposal" section on page 46 to align with what was presented in the Task Force meeting
6	09/12/2025	Version 5 should have referred to page 38, rather than page 46.

Summary of Recommended Actions for Public Safety Bodies

Dept.	Name of Body	Code Citation	Criteria-Based Outcome	<i>Prior Staff Recommendation (reported in 8/15 version of memo)²</i>
APD	Community Corrections Partnership	CA SB 678 (2009)	Keep	<i>Keep</i>
APD	Reentry Council	Administrative Code § 5.1-1	No recommendation: consider keeping or consider eliminating	<i>Allow to sunset in 2029</i>
DAT	Real Estate Fraud Prosecution Trust Fund Committee	Administrative Code § 8.24-5, California Government Code § 27388	Keep	<i>Keep</i>
DAT	Sentencing Commission	Administrative Code § 5.250	Consider eliminating	<i>Allow to sunset in 2026</i>
DEM	Disaster Council	Administrative Code § 7.3-7.4-1	Consider keeping	<i>Keep</i>
FIR	Fire Commission	Charter § 4.108	Consider keeping	<i>Keep</i>
JUV	Juvenile Justice Coordinating Council	Cal. Welfare and Institutions Code § 749.22-749.27	Keep	<i>Keep</i>
JUV	Juvenile Probation Commission	Charter § 7.102	Consider keeping	<i>Keep</i>
POL	Police Commission	Charter § 4.109	Consider keeping	<i>Keep</i>
SDA	Sheriff's Department Oversight Board	Charter § 4.137	Consider combining or eliminating	<i>Eliminate</i>

² To ensure transparency and align with the approved evaluation criteria, staff will report the evaluation criteria results directly and the Task Force will make decisions without a staff recommendation. The staff recommendations from version 1 of the memo (published on Friday, 8/15/2025) are retained for transparency and to help readers track changes. Future memos will not include staff recommendations.

Recommended Actions for Public Safety Bodies

1. Community Corrections Partnership (Adult Probation)

Criteria-based outcome: Keep
Prior Staff Recommendation (reported in 8/15 version of memo): Keep

Primary Department	APD	Established	2011
Current Type	Staff Working Group	Meetings (CY24)	2
Policy Area	Justice System	Members (as of May 2025)	14 total seats 2 vacant seats (8%)

Advises the City on the use of evidence-based practices in sentencing and probation for justice-involved adults using state funds. Must submit an annual report to the Administrative Office of the Courts and the California Department of Corrections and Rehabilitation Services evaluating the effectiveness of the community corrections programs operated by the county ([CA SB 678 \(2009\)](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ⁴	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁵	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	

⁴ The Community Corrections Partnership (CCP) is legally required to exist as long as the County receives state Community Corrections Performance Incentive Funds.

⁵ Reentry Council, Sentencing Commission

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁶	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The Community Corrections Partnership (CCP) is legally required to exist as long as the County receives state Community Corrections Performance Incentive Funds.

⁶ Single funding source: State funds

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	14	15 maximum	Yes	
Appointing authority	Adult Probation Department, Board of Supervisors	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will for the community-based organization positions	At will	Yes	
Term length	None	3 years maximum	No	Add term lengths for public members.
Term limits	None	Case-by-case ⁷	No	If there is no sunset date, public members should have a limit of 4 terms.
Qualifications	Yes ⁸ Specific qualifications by seat	None required ⁹	Yes	
Establishing authority	State	Administrative Code	No	Add reference to body in Administrative Code for transparency.
Sunset date	None	3 years	No	This body's work is ongoing, so adding a sunset date does not make sense.

⁷ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁸ Chief of Adult Probation, Board of Supervisors or their designee, District Attorney, Public Defender, Sheriff, Chief of Police, head of social services at the Human Services Agency, head(s) of mental health services and alcohol and substance abuse programs at the Department of Public Health, head of the Office of Employment and Workforce Development, head of the San Francisco Unified School District, representative from a rehabilitative services community-based organization (CBO), and representative of victims' interests CBO.

⁹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

City staff and members of the public make up the Community Corrections Partnership (CCP), so it is a hybrid of a Staff Working Group and an Advisory Committee. Since there is no Staff Working Group template, CCP conformance to the Advisory Committee template has been considered instead.

Three elements should be aligned with the Advisory Committee template: term length and term limits for public members, to ensure a rotating and broad representation of community interests, and establishing authority, since the CCP is currently not included in local code. While the Task Force may decide to remove most Staff Working Groups from code, CCP should be added for visibility and because it is legally required to exist.

2. Reentry Council (Adult Probation)

Criteria-based outcome: No recommendation: consider keeping or consider eliminating

Prior Staff Recommendation (reported in 8/15 version of memo): Allow to sunset in 2029

Primary Department	APD	Established	2008
Current Type	Staff Working Group	Meetings (CY24)	12
Policy Area	Justice System	Members (as of May 2025)	25 total members 1 vacant seat (4%)

Coordinates local efforts to support adults exiting San Francisco County Jail, San Francisco juvenile justice system out-of-home placements, California Department of Corrections and Rehabilitation facilities, and the United States Federal Bureau of Prison facilities ([Administrative Code § 5.1-1](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	Consider keeping
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹¹	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹⁰ Community Corrections Partnership, Sentencing Commission

¹¹ Narrow topic: reentry

Staff Discussion:

The Reentry Council meets regularly, has all but one seat filled, and is set to sunset in June 2029, within three years of the potential enactment of an ordinance based on Commission Streamlining Task Force recommendations.

The Task Force should consider eliminating the Reentry Council; since many members are department heads, this group can continue to collaborate and meet with community members without needing this body explicitly established in the Administrative Code.

Consolidation of the Reentry Council and Community Corrections Partnership (CCP) was investigated. While the two bodies hold similar focuses on reentry, recidivism, and best practices for probation, Reentry Council includes a focus on juveniles while CCP currently does not.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	24	15 maximum	No	Align to template by reducing number of members to 15
Appointing authority	Mayor; Public Defender's Office; District Attorney's Office; Sheriff's Department; Adult Probation Department; Police Department; Office of Economic and Workforce Development; Human Services Agency; Department of Children, Youth and their Families; Department of Public Health; Department of Homelessness and Supportive Housing; Superior Court; Department of Child Support Services; CA Department of Corrections and Rehabilitation Division of Adult Parole Operations; U.S. Probation and Pretrial Services System	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁴	No	Add 4 term limits to public seats.

¹⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Qualifications	Seven formerly incarcerated members (three Mayoral ¹⁵ and four Board of Supervisors ¹⁶ appointees)	None required ¹⁷	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	June 2, 2029	3 years	Yes	

City staff and members of the public make up the Reentry Council, so it is a hybrid of a Staff Working Group and an Advisory Committee. Since there is no Staff Working Group template, staff assessed whether conformance to the Advisory Committee template is appropriate.

If the Task Force keeps the Reentry Council, it should recommend adding term limits to the public seats and reducing the body from 24 seats to 15 seats. Ten public seats could remain, and the City's membership could be reduced from 15 to the five co-chair departments (Adult Probation, Public Defender's Office, District Attorney's Office, Sheriff, and the Mayor's designee). The other named departments could be required to provide information and input as needed without having an official seat on the body (Police; Office of Economic and Workforce Development; Human Services Agency; Children, Youth and their Families; Public Health; and Homelessness and Supportive Housing).

¹⁵ Mayoral appointees must include an appointee between 18 to 35 years old who was incarcerated before the age of 24 years old, and an appointee with expertise in providing services to individuals exiting the criminal justice system

¹⁶ BOS appointees must include an appointee with expertise in providing services to individuals exiting the criminal justice system, an appointee released from custody within the last three years, an appointee with multiple terms of incarceration, and an appointee who self-identifies as a survivor of violent crime.

¹⁷ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

3. Real Estate Fraud Prosecution Trust Fund Committee (District Attorney)

Criteria-based outcome: Keep
Prior Staff Recommendation (reported in 8/15 version of memo): Keep

Primary Department	DAT	Established	1997
Current Type	Staff Working Group	Meetings (CY24)	0
Policy Area	Public Protection	Members (as of May 2025)	3 total seats

Aims to distribute dedicated funds for the investigation and prosecution of real estate fraud within San Francisco to eligible law enforcement agencies. ([Administrative Code § 8.24-5](#), [California Government Code § 27388](#))

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ¹⁸	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	N/A ¹⁹	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	N/A	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²⁰	Consider keeping
	5B. Could those interests be adequately represented by some other body or City department?	No	

¹⁸ The Real Estate Fraud Prosecution Trust Fund Committee is legally required to exist as long as the County receives state funds.

¹⁹ This is a periodic meeting body that is only required to meet under certain conditions, so the definitions of inactive and borderline inactive do not apply.

²⁰ Single funding source: Real Estate Fraud Prosecution Trust Fund; narrow topic: real estate fraud protection

Staff Discussion:

This body is legally required so should be retained despite not having met since March 2009. Neither state nor local law require that the committee meet on a scheduled basis. The Committee was established to award funds for the purpose of deterring real estate fraud using the procedures and criteria required by Section 27388 of the California Government Code. The allocation of the fund has been established and remains at 10% for the Assessor/Recorder, 54% for the District Attorney, and 36% for the Police Department. There are no pending items requiring the Committee to meet.

No Application of Template:

Template component	Current State
Number of Members	3
Appointing authority	District Attorney, City Attorney, City Administrator
Appointment confirmations	None
Member removal	None
Term length	None
Term limits	None
Qualifications	Must be the District Attorney, City Administrator, City Attorney, or designees.
Establishing authority	Administrative Code
Sunset date	None

The Real Estate Fraud Prosecution Trust Fund Committee is a Staff Working Group, which does not have a template. No other changes are needed to the body's components.

The Commission Streamlining Task Force may consider removing Staff Working Groups from code completely. However, because this Committee is legally required, the body should remain in code.

The District Attorney and City Attorney's Offices requested that the Task Force propose amending the Administrative Code to expressly state that the body only needs to meet if the District Attorney calls a meeting to reevaluate the funding allocations.

4. Sentencing Commission (District Attorney)

Criteria-based outcome: Consider eliminating

Prior Staff Recommendation (reported in 8/15 version of memo): Allow to sunset in 2026

Primary Department	DAT	Established	2012
Current Type	Staff Working Group	Meetings (CY24)	4
Policy Area	Justice System	Members (as of May 2025)	13 total members 1 vacant seat (8%)

Encourages the development of criminal sentencing strategies that reduce recidivism, prioritize public safety and victim protection, emphasize fairness, employ evidence-based best practices, and efficiently utilize San Francisco's criminal justice resources ([Administrative Code § 5.250](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²²	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²³	
	5B. Could those interests be adequately represented by some other body or City department?	Yes ²⁴	Consider eliminating

²² Reentry Council, Community Corrections Partnership

²³ Narrow topic: sentencing

²⁴ This is a staff working group with a narrow focus, so the work this body does may be accomplished through normal City operations.

Staff Discussion:

The Sentencing Commission meets regularly and provides an active forum for coordination across the many public safety agencies, nonprofits, and experts. It focuses on developing recommendations around sentencing reform by facilitating expert conversations between City departments and nonprofit representatives. The Commission submits recommendations to the Board of Supervisors and the Mayor via written reports.

There is some overlap in focus, activities, and members with the Reentry Council. The Sentencing Commission's activities include some work around reentry, the establishing code explicitly tasks them with coordinating with the Reentry Council and Community Corrections Partnership, and a Reentry Council representative sits on the Sentencing Commission. However, the bodies should not be combined because the Sentencing Commission and Reentry Council are focused on different components of the justice system. Those components have different purposes: sentencing focuses on determining appropriate consequences for a crime, while reentry focuses on re-integrating a person back into their community. The choice of which departments chair the bodies also reflects these different purposes: the District Attorney or designee chairs the Sentencing Commission while five public safety department heads or designees co-chair the Reentry Council.

The narrow focus and the fact that the majority of members are department heads means that The Sentencing Commission can continue to collaborate and meet with both nonprofits and community members without needing this body explicitly established in the Administrative Code.

The Sentencing Commission is set to sunset in less than a year, at the end of June 2026, which is likely to align with the effective date of the Task Force's ordinance.

Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	13	15 maximum	Yes	
Appointing authority	Split appointments between DAT, PDR, APD, SHF, POL, JPD, DPH, CRT, MYR, BOS, Reentry Council, and Family Violence Council	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	If re-authorized, add 3-year term lengths to public seats.
Term limits	None	Case-by-case ²⁵	No	If re-authorized, add 4 term limits to public seats.
Qualifications	Either the head of the City departments or their designee can sit on this body. The 4 public members have specific seat-level qualifications. ²⁶	None required ²⁷	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	June 30, 2026	3 years	Yes	

The criteria recommend considering eliminating the Sentencing Commission. The Task Force may accomplish this by allowing the body to sunset in 2026.

²⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁶ 1) a member of a nonprofit organization that works with victims; 2) a member of a nonprofit organization that works with ex-offenders; 3) a sentencing expert; 4) an academic researcher with expertise in data analysis

²⁷ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Both City staff and members of the public make up the Sentencing Commission, so it is a hybrid of a Staff Working Group and an Advisory Committee. Since there is no Staff Working Group template, staff assessed whether conformance to the Advisory Committee template is appropriate.

If the Task Force chooses to keep the body for longer, it may consider aligning it the to the Advisory Committee template – though given the imminent sunset date, that is not advisable. The Task Force could recommend that if this body is reauthorized by the Board of Supervisors (BOS), the BOS should incorporate the standard term lengths and term limits for the public seats.

5. Disaster Council (Emergency Management)

Criteria-based outcome: Consider keeping

Prior Staff Recommendation (reported in 8/15 version of memo): Keep

Primary Department	DEM	Established	1972
Current Type	Staff Working Group	Meetings (CY24)	1
Policy Area	Public Protection	Members (as of May 2025)	13 total seats 0 vacant seats (0%)

Develops and approves plans for disaster response requiring the mobilization of public and private resources and advises the Board of Supervisors on regulations needed to implement these plans ([Administrative Code § 7.3-7.4-1](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ²⁸	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²⁹	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

²⁸ Fewer than 4 meetings in CY24

²⁹ Narrow topic: disaster preparedness

Staff Discussion:

The Disaster Council is a staff working group that keeps San Francisco safe and prepared for crises. The Council meets only as frequently as necessary to revise plans.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	13	15 maximum	Yes	
Appointing authority	Mayor and President of the Board of Supervisors	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	Not specified	3 years maximum	No	Aligning this component to the template does not make sense for a staff working group.
Term limits	None	Case-by-case ³⁰	No	Aligning this component to the template does not make sense for a staff working group.
Qualifications	TBD ³¹	None required ³²	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Aligning this component to the template does not make sense for a staff working group.

³⁰ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

³¹ Qualifications have been listed as “TBD” because DEM has proposed updating the nearly thirty-year-old code section. DEM should work with the City Attorney’s Office over the next three months on desired changes for inclusion in the Task Force’s proposed ordinance. Current qualifications per section 7.3 of the Administrative Code are: “(a) The Mayor, who shall be the chair; (b) The Vice-Chair, who shall be appointed by the Mayor... (c) Such officers in charge of emergency services as are provided for in the current emergency plan of this City and County; (d) Such other representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility, as may be appointed by the Mayor; (e) Three members of the Board of Supervisors, to be appointed by the President of the Board; (f) Controller; (g) The Director of Emergency Services who shall be the Executive Secretary.”

³² Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

City staff and members of the public make up the Disaster Council, so it is a hybrid of a Staff Working Group and an Advisory Committee. Since there is no Staff Working Group template, staff assessed whether conformance to the Advisory Committee template is appropriate.

The Task Force should permit exceptions for three elements: term length and term limits, given the purpose of this body is more about coordination than public input, and sunset date, given the ongoing nature of disaster preparedness.

The Task Force may consider removing Staff Working Groups from code completely in a future meeting, which could apply to the Disaster Council. The Department of Emergency Management (DEM) described public comment as minimal, so removing the body from code would have little impact on the public.

6. **Fire Commission** (Fire Department)

Criteria-based outcome: Consider Keeping

Prior Staff Recommendation (reported in 8/15 version of memo): *Keep*

Primary Department	FIR	Established	1866
Current Type	Governance	Meetings (CY24)	21
Policy Area	Public Protection	Members (as of May 2025)	5 seats, all filled

Prescribes and enforces rules and regulations to provide for the efficiency of the Fire Department. The Department's mission includes protecting the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; saving lives by providing emergency medical services; and preventing fires through prevention and education programs. Reviews Fire Department personnel matters ([Charter § 4.108](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>			

Staff Discussion:

The Fire Commission is a mechanism of oversight and accountability for San Francisco's Fire Department, which has a budget of over \$550 million and employs over 1,850 FTEs for FY26. The Fire

Commission meets regularly and oversees a large department providing public protection services. The evaluation criteria do not provide any reason to eliminate the Fire Commission. Combining it with another of the City's public bodies is also not practical because there is no other body with overlapping functions.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	None; appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)	None ³⁵	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; limit of 3 terms.
Qualifications	None; the Notice of Appointment shall include the appointee's qualifications to serve and a statement of how the appointment represents the City's communities of interest, neighborhoods and diverse populations (per Charter § 3.100.18)	None required ³⁶	Yes	
Establishing authority	Charter	TBD	TBD	TBD
Sunset date	None	None	Yes	
Hiring and Firing Authority	The Mayor shall appoint based on a short list of three qualified candidates from the commission.	Consultative responsibilities only	No	Align to template; Consultative responsibilities only
Contract approval authority	3-6 contracts approved per year	Retain status quo	Yes	

³⁵ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

³⁶ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	Yes, the Fire Commission holds hearings to decide matters involving discipline or termination of uniformed employees of the Fire Department.	No role ³⁷	No	Place authority to impose all disciplinary action with the Fire Chief. The Commission should serve as the appellate body to satisfy the state's appeal requirement.

The Task Force should align two elements of the Fire Commission to the Governance Commission template: the addition of term limits and removal of hiring and firing authority.

There is no template decision for governance commissions' establishing authority. The Task Force should decide whether to keep the Fire Commission in the charter or move it to the Administrative Code.

The Task Force may recommend a change to the employee discipline process to create citywide consistency. The current process wherein the Fire Commission renders disciplinary decisions for anything more than ten days is inconsistent with other commissions' employee discipline powers and is not required by state law. Furthermore, commissions are not supposed to interfere in the day-to-day operations of a department.

³⁷ Exceptions if this is currently required by law

7. Juvenile Justice Coordinating Council (Juvenile Probation)

Criteria-based outcome: Keep

Prior Staff Recommendation (reported in 8/15 version of memo): Keep

Primary Department	JPD	Established	1999
Current Type	Staff Working Group	Meetings (CY24)	6
Policy Area	Justice System	Members (as of May 2025)	20 current members ³⁸ 0 vacant seats (0%)

As mandated by state law to receive state funds, develops and implements a continuum of county-based responses to juvenile crime and submits the Juvenile Justice Crime Prevention Act Plan to the state ([Cal. Welfare and Institutions Code §§ 749.22-749.27](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	N/A
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	N/A
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	No
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	N/A
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

Staff Discussion:

The Juvenile Justice Coordinating Council (JJCC) is legally required to exist as long as the County receives state funds from the Juvenile Crime Enforcement and Accountability Challenge Grant

³⁸ State law requires a minimum of 11 members

Program. JJCC meets once per year by design to complete the Juvenile Justice Crime Prevention Act Plan. The possibility of merging the JJCC with the Juvenile Probation Commission was explored, but it was concluded that their differences did not justify a combination. The JJCC acts as a Staff Working Group bringing together various departments to contribute to a definitive product whereas the Juvenile Probation Commission acts as an oversight body for the Juvenile Probation Department and holds space for public engagement with the department.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	20	15 maximum	No	Align to template; remove 5 seats
Appointing authority	Chief Probation Officer of Juvenile Probation Department	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template for public members by adding term lengths
Term limits	None	Case-by-case ⁴⁰	No	Align to template for public members by adding term limits
Qualifications	Chief probation officer; representatives from the District Attorney, Public Defender, Sheriff, Board of Supervisors, Human Services Agency, Public Health (mental health specialty), Police, San Francisco Unified School District/ County Office of Education; a community-based drug and alcohol program; a nonprofit community-based organization providing services to minors; and an at-large representative.	None required ⁴¹	Yes	
Establishing authority	State Welfare and Institutions Code	Administrative Code	No	Align to template by incorporating into the Administrative Code
Sunset date	None	3 years	No	None

⁴⁰ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴¹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Given it is composed of both City staff and members of the public, the Juvenile Justice Coordinating Council (JJCC) is a hybrid of a Staff Working Group and an Advisory Committee. Since there is no Staff Working Group template, staff assessed whether conformance to the Advisory Committee template is appropriate.

The Task Force should align four elements to the Advisory Committee template. Term lengths and term limits should be added to ensure a rotating and broad representation of community interests. The establishing authority should be the Administrative Code; while the Task Force may decide to remove most Staff Working Groups from code, JJCC should be added for visibility and because it is legally required to exist. Finally, membership should be reduced by five seats. The JJCC goes beyond the state's membership requirements with nearly double the required individuals in the body

The Task Force should permit an exception for sunset date because the body is legally required.

8. Juvenile Probation Commission (Juvenile Probation)**Criteria-based outcome:** Consider keeping**Prior Staff Recommendation (reported in 8/15 version of memo):** *Keep*

Primary Department	JPD	Established	1989
Current Type	Governance	Meetings (CY24)	11
Policy Area	Justice System	Members (as of May 2025)	7 seats 1 seat vacant (14%)

Oversees the Juvenile Probation Department, including review of current policies and procedures to ensure that the Department promotes the safety and welfare of juveniles entering the juvenile justice system and follows state and court mandates for protection of juveniles in the justice system. The Commission also serves as a resource for positive change in the lives of youth and their families, accountability to victims, and the protection of the public ([Charter § 7.102](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁴³	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

Staff Discussion:

⁴³ Juvenile Justice Coordinating Council

The Juvenile Probation Commission (JPC) serves as a bridge between community stakeholders and the Juvenile Probation Department, as well as the Mayor's Office. This body contributes to transparency, accountability, and youth-centered justice reform in San Francisco. The establishment of the JPC was central to a larger effort to reform the City's dysfunctional and ineffective youth justice system, which also included shifting the Juvenile Probation Department from the authority of the SF Superior Court to the mayor as an independent city department with clear lines of administrative authority and oversight. The body's original purpose was to ensure that the department's policies and practices aligned with the best interests of justice-involved youth, their families, and the broader community and has evolved to include more active engagement in equity-driven reforms, strategic planning, and youth-centered policy development.

The Task Force may consider keeping the Juvenile Probation Commission since it assists the Juvenile Probation Department with transparency and accountability efforts, meets regularly, and acts as a positive forum for public engagement. However, the Task Force may want to modify the body from a governance commission to an advisory committee given the department's size and responsibilities; the department employs 178 people and has a budget of \$53 million for FY26.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Governance
Appointment confirmations	None; appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)	None	None ⁴⁴	Yes – Both
Member removal	With cause (per Charter § 15.105)	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes -Governance
Term limits	None	Case-by-case ⁴⁵	3 terms	No
Qualifications	2 of the 7 members appointed should be from lists of eligible members submitted to the Mayor by the Superior Court	None required ⁴⁶	None required ⁴⁶	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	The Mayor shall appoint based on a short list of three qualified candidates from the commission (per Charter § 3.100.18).	N/A	Consultative responsibilities only	No
Contract approval authority	Yes, approves approx. 8-10 contracts or grants per quarter	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - Governance

⁴⁴ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁴⁵ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴⁶ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

9. Police Commission (Police Department)**Criteria-based outcome:** Consider keeping**Prior Staff Recommendation (reported in 8/15 version of memo):** *Keep*

Primary Department	Police	Established	1878
Current Type	Governance	Members (as of May 2025)	7 total seats 0 vacant seats
Policy Area	Public Protection	Meetings (CY24)	26

Oversees and sets policy for the Police Department and the Department of Police Accountability (DPA). Adjudicates discipline cases involving sworn members of the Police Department. ([Charter § 4.109](#))

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>			

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Police Commission, as oversight of law enforcement is of paramount importance. Merging the Police Commission with another one of the City's public bodies is not practical because there is no other body with overlapping functions. In FY26, the Police Department employs 2,904 people and has a budget of \$849 million.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor (4 seats), BOS (3 seats)	Mayor	No	Align to template; Mayoral appointees only
Appointment confirmations	<u>Mayoral appointees</u> : BOS confirmation required within 60 days (after a public hearing); if BOS takes no action within that time, the nominee is automatically deemed confirmed.	None ⁴⁸	No	<u>Mayoral appointees</u> : align to template by taking effect immediately unless rejected by 2/3 of BOS within 30 days (per Charter § 3.100.18)
	<u>BOS appointees</u> : Nominees from the Rules Committee must be confirmed by the full BOS		No	N/A, if split appointments are removed. Otherwise, no change; retain current process. The Task Force should consider standardizing or clarifying BOS appointment processes in a future meeting.
Member removal	<u>Mayoral appointees</u> : BOS consent required	At will	No	<u>Mayoral appointees</u> : Align to template; remove BOS consent
	<u>BOS appointees</u> : BOS may remove.		Yes	
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; 3 term limit
Qualifications	At least one of the Mayoral appointees must be a retired judge or an attorney with trial experience.	None required ⁴⁹	Yes	
Establishing authority	Charter	TBD	TBD	
Sunset date	None	None	Yes	

⁴⁸ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁴⁹ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Hiring and Firing Authority	<u>Police Chief hiring</u> : the Mayor shall appoint based on a short list of three qualified candidates from the commission.	Consultative responsibilities only	No	<u>Police Chief hiring</u> : align to template by removing the commission's authority to create a short-list for hiring and having to take action to fire the department head
	<u>Police Chief firing</u> : The Mayor may recommend removal to the commission, which shall take action within 30 days <u>Department of Police Accountability (DPA) hiring</u> : The Mayor shall appoint a nominee of the Police Commission as the Director of DPA, subject to confirmation by the Board of Supervisors. ⁵⁰			<u>Department of Police Accountability (DPA) hiring</u> : align to template by removing the commission's authority to nominate a candidate for hiring and having to take action to fire the department head
Contract approval authority	8-10 grants to SFPD approved per year for various law enforcement tools	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	The Chief of Police may only impose discipline of 10 days or fewer; more serious actions must be referred by the Chief to the Police Commission. ⁵¹ All California peace officers are entitled to an administrative appeal; in San Francisco, because the Police Commission is rendering the disciplinary decision, appeals are referred to an external Administrative Law Judge (ALJ).	No role ⁵²	No	Place authority to impose all disciplinary action with the Chief of Police. The Commission should serve as the appellate body to satisfy the state's appeal requirement. This would eliminate the need for an outside ALJ, thereby speeding up accountability and resulting in a more efficient allocation of resources.

⁵⁰ Charter § 4.136⁵¹ Charter § A8.343⁵² Exceptions if this is currently required by law

The Police Commission should align with the governance body template regarding five items: appointing authority, confirmation and removal of Mayoral appointees, term limits for all appointees, and hiring/firing authority.

There is no template decision for governance commissions' establishing authority. The Task Force should decide whether to keep the Police Commission in the charter or move it to the Administrative Code.

The Task Force should recommend a change to the employee discipline process to create citywide consistency. The current process wherein the Police Commission renders disciplinary decisions for anything more than ten days is inconsistent with other commissions' employee discipline powers and is not required by state law. Furthermore, commissions are not supposed to interfere in the day-to-day operations of a department.

10. Sheriff's Department Oversight Board (Office of Sheriff's Inspector General)**Criteria-based outcome:** Consider combining or eliminating**Prior Staff Recommendation (reported in 8/15 version of memo):** *Eliminate*

Primary Department	SDA	Established	2020
Current Type	Regulatory	Meetings (CY24)	12
Policy Area	Public Protection	Members (as of May 2025)	7 total seats 2 vacant seats (29%)

Appoints, evaluates the work of, and removes the Inspector General from the Sheriff's Department Office of Inspector General (SDOIG). Reviews and recommends best practices for custodial and patrol operations, incorporates community feedback on Sheriff Department activities and jail conditions, and reports findings to the Sheriff. Summarizes and submits this information to the Board of Supervisors on a quarterly and annual basis ([Charter § 4.137](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	
	3B. Could these issues be addressed by applying templates?	No	Consider eliminating
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵⁴	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider combining or eliminating

⁵⁴ Narrow topic: oversight of the Sheriff's Department.

Staff Discussion:

Since being approved by voters 4.5+ years ago (in November 2020), the Sheriff's Department Oversight Board (SDOB) and Sheriff's Department Office of Inspector General (SDOIG) have struggled to get off the ground. SDOB staff acknowledge that operational challenges such as delayed hiring, lack of funding, successive budget cuts, staffing shortages, and hiring restrictions have significantly impacted SDOIG's ability to establish itself as a fully functional and independent department.

SDOIG has been insufficiently funded, so investigations of Sheriff misconduct have continued to be handled by staff at the Department of Police Accountability (DPA). The SDOB began meeting in summer 2022. The inaugural Inspector General was appointed 1.5 years later and served for thirteen months, with the post remaining vacant for seven months and counting.

The powers of the SDOIG and SDOB will always be limited by California law which prohibits oversight bodies for county Sheriff agencies. The SDOB oversees the SDOIG, not the actual Sheriff's Department. The SDOIG's power is limited to investigating allegations of Sheriff Department misconduct and reporting findings to the Sheriff, who decides what to do with discipline.

The duties completed by the Sheriff's Department Oversight Board Office of Inspector General (SDOIG) could be adopted by the Department of Police Accountability, centralizing the oversight of public safety departments in San Francisco without the need for the SDOB. It is less efficient to have law enforcement investigators work in two different departments (DPA and SDOIG). The Task Force could recommend renaming DPA to the Department of Law Enforcement Accountability (DLEA) to reflect the expanded scope. This is outside of the Task Force's purview, however.

According to SDOB, public engagement varies; some meetings have just a few speakers, while others – especially after high-profile incidents like in-custody deaths – draw significant community turnout. The following outcomes or impacts were reported for the previous year:

- Establishing key infrastructure: a website, online complaint filing system, a complainant portal to track investigations, case management system, digital workflows, newsletters, and a social media presence.
- Conducting jail inspections, gathered public feedback, and developing multiple policy recommendations. A rotation of three SDOB members at a time also make site visits with the SDOIG and meet with Sheriff's staff to provide feedback and discuss and resolve any pressing issues.
- SDOB contributed to increasing public awareness and trust in the oversight process.
- Despite a lack of any investigative staff, OSIG functioned by partnering with the DPA for investigative and operational support. This partnership is through a limited agreement between the Sheriff's Office and DPA. Only SDOB and OSIG have subpoena power.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (3 seats), Board of Supervisors (4 seats)	N/A	Mayor	No
Appointment confirmations	None	None	None ⁵⁵	Yes – Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	3 successive terms	Case-by-case ⁵⁶	3 terms	Yes – Both
Qualifications	One of the BOS seats must be held by a person with experience in labor representation	None required ⁵⁷	None required ⁵⁶	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Appoints and may remove the Sheriff's Inspector General	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	None	N/A	No role	Yes - Both

⁵⁵ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁵⁶ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁵⁷ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

KEY INFORMATION ON PROPOSITION E PROCESS AND TIMELINE

In November 2024, voters approved Proposition E, which created the Commission Streamlining Task Force (“Task Force”). This group is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City’s appointive boards and commissions (“public bodies”) to make the government run better.

Task Force Recommendation Process

The Task Force will discuss and vote on initial recommendations in public meetings from **August through November 2025**. Approximately 1.5 weeks before each meeting, staff will post informational memos online that include criteria-based proposals for which bodies to keep, eliminate, or modify. The Task Force can clarify or modify any of its decisions at any time until **February 1, 2026**.

Task Force recommendations on bodies in the Charter or approved by voters can only be implemented by putting a Charter amendment on the ballot. The City Attorney will draft a Charter amendment based on the Task Force’s recommendations. The Board of Supervisors then must decide if they want to modify the Task Force’s proposed amendment and if they want to put the amendment on the ballot. Any changes to bodies in the Charter will only be final if the Board of Supervisors votes to place a measure on the ballot and the voters approve the measure on November 3, 2026.

Task Force recommendations on bodies in the Municipal Codes can be implemented by ordinance, without going to the ballot. The Task Force may direct the City Attorney to draft ordinances based on the Task Force’s recommendations that the Task Force can introduce at the Board of Supervisors at any time. These ordinances shall go into effect within 90 days unless rejected by a two-thirds vote of the Board of Supervisors (8 of 11 members).

Key Dates

- **Public meetings** where the Task Force will discuss public bodies by policy area:
 - **Sep 3:** Public Safety
 - **Sep 17:** Infrastructure, Climate, and Mobility
 - **Oct 1:** Housing and Economic Development
 - **Oct 15:** Public Health and Wellbeing
 - **Nov 5:** General Administration and Finance
- **By February 1, 2026:** Task Force will finalize recommendations and vote to approve its final report.
- **By March 1, 2026:** City Attorney’s Office will draft a Charter amendment based on the Task Force’s recommendations.
- **By April 1, 2026:** Board of Supervisors will hold a hearing on the Task Force’s final report and recommendations.
- **By July 2026:** Board of Supervisors will decide whether to place a Charter amendment on the November 2026 ballot.
- Task Force can introduce ordinances at the Board of Supervisors at any time, but likely not until **early 2026**



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Hannah Kohanzadeh, Principal Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: September 12, 2025

SUBJECT: Criteria-Based Outcomes and Associated Analysis for Infrastructure, Climate, and Mobility Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss 20 infrastructure, climate, and mobility bodies at its September 17th meeting. This memo provides information the Task Force may use to inform the recommendations for these policy bodies.

Staff applied a set of evaluation criteria to each body, which resulted in the "Criteria-Based Outcome" reported at the top of each section. For each body, this memo also provides an overview, a summary of relevant information and analysis, and the application of a template¹ where applicable. City departments, commissioners, and members of the public provided some contextual information that informs these sections.

After reviewing each body, **the application of evaluation criteria results in the recommendation to keep 12 bodies and combine or eliminate 8 bodies.**

¹ The Task Force created templates for Advisory Committees, Governance Commissions, and Appeals Boards with the goal of providing standards for each type of body. These templates may inform recommended changes to current bodies and the Task Force will determine how to memorialize these templates so that they may inform the creation of future bodies. The templates are available on the Task Force's website <https://www.sf.gov/commission-streamlining-task-force> under "Resources."

Simplified Evaluation Criteria

Category	Evaluation Criteria	Outcome if Yes
1 Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
	1B. Does this body fulfil some function required by state or federal law?	Go to 1c
	1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider combining or eliminating
	3B. Could these issues be addressed by applying templates?	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
	4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Keep and consider expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5B
	5B. Could those interests be adequately represented by some other body or City department?	Consider eliminating
<i>If the answer is "no" to all criteria, consider keeping the body.</i>		

At its September 17 meeting, the Task Force may vote to recommend eliminating any or all of these bodies from the charter or code. If the Task Force recommends eliminating a body at the September 17 meeting, the City Attorney will prepare draft legislation removing it from the charter or code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

Comments pertaining to a specific body or bodies will be shared with Task Force members in time for the relevant meeting if emailed to commissionstreamlining@sfgov.org 24 hours prior to the Task Force meeting. Comments received later may not be distributed to Task Force members in time for the meeting.

Decisions made by the Task Force will be memorialized in an updated "Decision Log" available in the "Resources" section of the Task Force's website (<https://www.sf.gov/commission-streamlining-task-force>).

Version History

Version	Date	Description
1	09/05/2025	Original
2	09/08/2025	Updated ISCOTT's establishment year; added cost for Recreation and Park Commission
3	09/12/2025	Updated to simplify criteria-based outcomes in summary table and in memo body. Added notes section to summary table and memo body summarizing analysis of potential outcomes; added information to the Southeast Community Facility Commission regarding budget and contract authority
4	9/15/2025	Updated the email address on page 3 from "commission.streamlining@sfgov.org" to commissionstreamlining@sfgov.org
5	9/17/2025	Added confirmation process current state for non-City employees appointed to the Treasure Island Board of Directors and updated the Port Commission's establishment date

Summary of Recommended Actions for Infrastructure, Climate, and Mobility Bodies

Department		Name of Body	Criteria-Based Outcome	Notes	Recommended Type
ADM	City Administrator's Office	Treasure Island Development Authority Board of Directors	Keep	Legally required to exist	Governance Commission
DPW	Public Works	Committee for Utility Liaison on Construction and Other Projects	Keep	Criteria provide no reason to eliminate	Other (Staff Working Group)
DPW	Public Works	Public Works Commission	Combine or eliminate	Criteria suggest combining with Sanitation and Streets Commission or eliminating	N/A
DPW	Public Works	Sanitation and Streets Commission	Combine or eliminate	Criteria suggest combining with Public Works Commission or eliminating	N/A
ENV	Environment	Commission on the Environment	Keep	- Criteria provide no reason to eliminate - If kept, consider absorbing Urban Forestry Council functions	Governance Commission or Advisory Committee
ENV	Environment	Municipal Green Building Task Force	Keep	Criteria provide no reason to eliminate	Other (Staff Working Group)
ENV	Environment	Urban Forestry Council	Combine or eliminate	Criteria suggest eliminating and allowing either the Commission on the Environment or City staff to absorb functions.	N/A

6 | Summary of Recommended Actions for Infrastructure, Climate, and Mobility Bodies

Department		Name of Body	Criteria-Based Outcome	Notes	Recommended Type
MTA	Municipal Transportation Agency	Bicycle Advisory Committee	Combine or eliminate	Criteria suggest eliminating and allowing either the MTA Board of Directors or MTA staff to absorb functions.	N/A
MTA	Municipal Transportation Agency	Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT)	Keep	Criteria provide no reason to eliminate	Other (Staff Working Group)
MTA	Municipal Transportation Agency	Mission Bay Transportation Improvement Fund Advisory Committee	Eliminate	Criteria suggest eliminating and allowing MTA staff to absorb functions.	N/A
MTA	Municipal Transportation Agency	Municipal Transportation Agency Board of Directors	Keep	- Criteria provide no reason to eliminate - May consider absorbing MTA Citizens Advisory Council or Bicycle Advisory Committee functions	Governance Commission
MTA	Municipal Transportation Agency	Municipal Transportation Agency Citizens' Advisory Council	Combine or eliminate	- Criteria suggest eliminating and allowing either MTA Board of Directors or MTA staff to absorb functions. - May consider keeping to facilitate public engagement while MTA faces tough budget decisions.	Advisory Committee

7 | Summary of Recommended Actions for Infrastructure, Climate, and Mobility Bodies

Department		Name of Body	Criteria-Based Outcome	Notes	Recommended Type
PRT	Port	Port Commission	Keep	- Legally required to exist - May absorb functions of the Waterfront Design Advisory Committee	Governance Commission
PUC	Public Utilities Commission	Public Utilities Citizens' Advisory Committee	Combine or eliminate	- Criteria suggest eliminating and allowing either the Public Utilities Commission or PUC staff to absorb functions. - PUC may also maintain body as a passive meeting body.	N/A
PUC	Public Utilities Commission	Public Utilities Commission	Keep	- Criteria provide no reason to eliminate - May consider absorbing the functions of the Public Utilities Citizens' Advisory Committee	Governance Commission
PUC	Public Utilities Commission	Public Utilities Rate Fairness Board	Keep	Criteria provide no reason to eliminate	Advisory Committee
PUC	Public Utilities Commission	Southeast Community Facility Commission	Keep	Criteria provide no reason to eliminate	Advisory Committee
RPD	Recreation and Parks Department	Joint Zoo Committee	Keep	- Criteria provide no reason to eliminate - Required per the binding Management Agreement	Advisory Committee
RPD	Recreation and Parks Department	Park, Recreation, And Open Space Advisory Committee	Combine or eliminate	Criteria suggest eliminating and allowing either the Recreation and Park Commission or City staff to absorb functions	N/A

8 | Summary of Recommended Actions for Infrastructure, Climate, and Mobility Bodies

Department		Name of Body	Criteria-Based Outcome	Notes	Recommended Type
RPD	Recreation and Parks Department	Recreation and Park Commission	Keep	- Criteria provide no reason to eliminate - Consider absorbing PROSAC functions	Governance Commission

Recommended Actions for Infrastructure, Climate, and Mobility Bodies

1. Treasure Island Development Authority Board of Directors (City Administrator's Office)

Criteria-based outcome: Keep			
Notes: Body is legally required to exist			
Primary Department	ADM	Established	1997
Current Type	Governance	Meetings (CY24)	9
Policy Area	Planning and Land Use	Members (as of May 2025)	7 total seats 2 vacant seats (29%) ²
Annual Cost (FY25)	\$365k ³		

Governs the Treasure Island Development Authority (TIDA), a City agency and non-profit corporation which promotes planning, redevelopment, reconstruction, rehabilitation, reuse and conversion of a former naval station, including Treasure Island and Yerba Buena Island, for the public interest, convenience, welfare and common benefit of the inhabitants of the City (Cal. Health & Safety Code § 33492.5; San Francisco Administrative Code § 2A.450).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ⁴	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ⁵	
	3B. Could these issues be addressed by applying templates?	N/A ⁶	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁷	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping

² Since data was collected, a sixth appointment was made, bringing the vacancy rate down to 14%

³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁴ The TIDA Board of Directors must exist as long as TIDA is incorporated as a nonprofit organization.

⁵ Greater than 25% vacancy rate

⁶ Since gathering membership data, a sixth appointment was made, dropping the vacancy rate to 14%, which means TIDA BOD no longer meets the definition of borderline inactive.

⁷ Treasure Island/Yerba Buena Island Citizen's Advisory Board

		4C. Could this body reasonably take on the work of others in its policy area?	No	
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁸	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The Treasure Island Development Authority Board of Directors (TIDA BOD) is legally required to exist as long as the Treasure Island Development Authority is incorporated as a nonprofit organization. It cannot be combined with another body. Staff recommend keeping it for this reason.

Furthermore, since gathering membership data, a sixth appointment was made, dropping the vacancy rate to 14%, which means TIDA BOD no longer meets the definition of borderline inactive.

⁸ Single neighborhood: Treasure Island

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7 ⁹	5-7	Yes	
Appointing authority	Mayor ¹⁰	Mayor	Yes	
Appointment confirmations ¹¹	City employees: Effective immediately unless rejected by 2/3 of the Board of Supervisors (BOS) within 30 days. Non-City employees: Approval by BOS majority required	None ¹²	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; add limit of 3 terms
Qualifications	Expertise in the areas of real estate development, urban planning, environmental protection and resource conservation, homeless assistance, financing and other disciplines relevant to the reuse of the naval station	None required ¹³	Yes	

⁹ Section 4 of the bylaws reference the Articles of Incorporation and require the TIDA BOD to pass a resolution fixing the number of seats between 5 and 7

¹⁰ Additionally, the member of the Board of Supervisors who represents District 6 sits as an ex-officio, non-voting member

¹¹ Per Article V, Section 7 of TIDA BOD bylaws

¹² Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹³ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Establishing authority	Administrative Code	TBD	TBD	
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes. Historically, the City Administrator has provided TIDA staff, including the director, under an MOU.	Consultative responsibilities only	No	Align to template by removing hiring and firing authority.
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No	No role	Yes	

Historically, TIDA and its BOD have been codified in state law and the body's by-laws. However, on August 1, 2025, the Mayor signed Ordinance 128-25 which formalized TIDA's status as a City department subject to Articles III and IV of the Charter.

While the Task Force has not yet decided whether governance bodies, such as TIDA BOD, should be memorialized in the Charter or Administrative Code, regardless of any overarching template decisions, TIDA BOD should not be added to the Charter because it must exist only as long as TIDA is incorporated as a nonprofit. If and when the nonprofit dissolves, the Mayor and the Board of Supervisors should have discretion to decide whether to keep it.

The information in the table above is written to reflect the recent adoption of Ordinance 128-25, which will go into effect on September 1, 2025

2. [Committee for Utility Liaison on Construction and Other Projects](#) (DPW)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - May consider removing the body from the Administrative Code

Primary Department	DPW	Established	1974
Current Type	Staff Working Group	Meetings (CY24)	11
Policy Area	Capital Projects and Infrastructure	Members (as of May 2025)	11 seats (vacancies unknown)
Annual Cost (FY25)	\$4k ¹⁴		

As a subcommittee of the inactive Street Utilities Coordinating Committee, coordinates street excavation, utility work, paving and other construction projects in the public right of way in order to minimize the impact of construction on San Francisco's streets and in its neighborhoods ([Administrative Code § 5.63\(a\)](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

¹⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Because the answer to all criteria is "no," the outcome is: consider keeping.

Staff Discussion:

The Task Force should consider keeping CULCOP because it brings together City departments, public utilities, and private utility providers to coordinate infrastructure work across San Francisco. The Department of Public Works finds it useful, and the body met for 11 of its 12 code-required monthly meetings in 2024. If CULCOP did not exist, the partner agencies, especially from external private utilities, may not coordinate work. Coordinating project timelines reduces conflicts, duplicative work, and disruptions to residents and businesses. It also minimizes repeated street openings, reduces construction delays, and saves taxpayer money while lessening the impact on neighborhoods.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11	15 maximum	Yes	
Appointing authority	Department of Public Works - Bureau of Engineering; San Francisco Department of Telecommunications and Information Services; San Francisco Water Department; Hetch Hetchy Water and Power System; Municipal Railway; San Francisco Fire Department; San Francisco Department of Electricity; San Francisco Redevelopment Agency. Private utility providers: Pacific Gas and Electric Company, Gas Division; Pacific Gas and Electric Company, Electric Division; Pacific Telephone Company; Western Union and the Television Signal Corporation.	N/A	N/A	Update
Appointment confirmations	None	No confirmations	Yes	
Member removal	N/A	At will	N/A	
Term length	N/A	3 years maximum	N/A	
Term limits	N/A	Case-by-case ¹⁵	N/A	
Qualifications	None, other than being an employee of one of the named agencies	None required ¹⁶	N/A	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	

¹⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁶ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

The Task Force should not propose changes to align the Committee for Utility Liaison on Construction and Other Projects (CULCOP) to a template, since there is no Staff Working Group template.

Removing CULCOP from code could have a negative effect on the City because the external agencies may be less willing to participate, which would make the utility coordination less effective. On the other hand, based on its [website](#), CULCOP does not appear to be adhering to public meeting laws. Changing departmental practices to comply with public meeting laws may not be worth the effort for a group intended for staff (as opposed to members of the public); an alternative is for the Board of Supervisors to adopt an ordinance requiring coordination without creating a public meeting body.

Assuming CULCOP remains codified, outdated appointing authority language should be updated, such as references to the Municipal Railway, which is now the Municipal Transportation Authority; the San Francisco Redevelopment Agency, which has been dissolved and replaced by the Office of Community Investment and infrastructure, the Pacific Telephone Company, and Television Signal Corporation. Additional utilities and agencies that perform work in the right-of-way could be added, including Caltrans, Caltrain, SamTrans, Transbay Joint Powers Authority, and Xfinity/Comcast. DPW should work with the City Attorney's Office over the next three months on desired changes to this 25-year-old code section for inclusion in the Task Force's proposed ordinance. This is also an opportunity to validate and strengthen CULCOP's functions and activities based on current practices.

3. [Public Works Commission](#) (DPW)

Criteria-based outcome: Combine or eliminate			
Notes:			
Criteria suggest combining with Sanitation and Streets Commission or eliminating			
Primary Department	DPW	Established	2022
Current Type	Governance	Meetings (CY24)	17
Policy Area	Public Works	Members (as of May 2025)	5 total seats 0 vacant seats (0%)
Annual Cost (FY25)	\$716k ¹⁷		

Sets policy directives for the Department of Public Works, which is responsible for the design, building, repair, and improvement of the City's infrastructure, including City-owned buildings and facilities and the public right of way; maintenance of the public right of way, including street sweeping, and litter abatement; the provision and maintenance of City trash receptacles and removal of illegal dumping and graffiti in the public right of way; and planting and maintenance of street trees. Reviews and evaluates department performance regarding all these areas—except sanitation standards and protocols, and maintenance of the public right of way, which are within the jurisdiction of the Sanitation and Streets Commission ([Charter § 4.141](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁸	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider eliminating or combining
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

¹⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁸ Sanitation and Streets Commission, Urban Forestry Council, Graffiti Advisory Board, client agency commissions

5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Public Works Commission (PWC) was created by Proposition B (2020) to oversee the Department of Public Works after the planned spin-off of its Operations Division into the Department of Sanitation and Streets. Proposition B (2022) ended the spin-off, combining all Public Works contract and budget approvals under the Public Works Commission. DPW has a budget of \$427 million and over 1,000 employees (FTEs) for FY26.

Public participation has significantly waned over time. In the first two years, 107 and 54 comments were made, respectively. In the most recent year, only a handful of comments have been made, largely from the same two individuals. This suggests limited community reliance on this forum. It also indicates that public trust has been restored since the corruption scandal that led to the creation of the commission.

The PWC approves an average of 12–13 contracts per meeting (10 of which are on the consent calendar). The commission review and approval process adds at least six weeks to the department's contract execution. Within the last year, the PWC updated its contract approval delegation policy to empower the Department director to approve more routine and low-dollar contracts while keeping the commission informed. DPW notes that its commission could be even more effective if more of its contract approval power could be delegated to the Department director, which would require code amendments related to as-needed and job order contracting, which make up the bulk of the commission's routine matters on the consent calendar and already undergo significant checks and balances before commission approval.

The PWC has some overlap with other City commissions overseeing departments that rely on DPW's services. These commissions frequently approve the actual capital project and PWC approves the contract(s) to deliver the project. The commission strives to adhere to its mandate by avoiding topics such as design, site choice, funding, and programming, which fall under the purview of other commissions.

After months of discussion with DPW staff, the commission heard the inaugural department performance report, publicly outlining how DPW measures success. Additionally, PWC now receives regular updates on larger capital projects after contract approval. Examples of the commission's other recent activities include the department's vacancy and hiring challenges, the creation and implementation of the Love Our Neighborhood permit, capital funding for the paving program, and clarifying procurement processes.

The PWC was formed in response to a corruption scandal in the department which included poor contracting practices. Without the PWC, millions of dollars of construction contracts annually would be approved by the DPW Director, with no public visibility. However, commissioners do not know if winning bidders engaged in bribery, and the long-standing existing protest process provides losing bidders adequate recourse if they object to the procurement process. Furthermore, contracting procedures were strengthened citywide, in response to the same scandal, making one of the PWC's core reasons for being less relevant. Finally, if there is still a desire for transparency in DPW's

contracts, the City could establish a process wherein professional staff periodically hear reports about recently awarded contracts. Similarly, regular capital project progress reports could be absorbed into an existing body, such as the Capital Planning Committee, which already hears updates about projects funded by general obligation bonds.

Another risk of elimination is a decrease in transparency for an otherwise opaque part of the City and County of San Francisco. DPW provides some of the services furthest from the daily lives of people not involved in government – capital project design and delivery, contract management, materials testing, etc. Although public comment is limited, the PWC allows DPW to demonstrate the value it provides to the public. However, there are other avenues to address transparency besides the PWC. The department's monthly administrative hearings could be expanded so members of the public could raise other issues, or language could be added to the Administrative Code requiring DPW to host department-wide periodic (semi-annual or quarterly) community hearings or town halls.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (2 seats), Board of Supervisors (2 seats), Controller (1 seat)	N/A	Mayor	No
Appointment confirmations	When the Mayor or Controller makes a nomination, BOS has 60 days to hold a hearing and vote. If the Board doesn't act in that time, the nominee is automatically approved.	None	None ¹⁹	No
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²⁰	3 terms	No
Qualifications	Desirable, but not required: a background or experience in cleaning and maintaining public spaces, urban forestry, urban design, construction, skilled crafts and trades, finance and audits, architecture, landscape architecture, engineering, or	None required ²¹	None ²¹	Yes

¹⁹ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²⁰ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²¹ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
	performance measurement and management			
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	Yes. An average of 10 contracts on the consent calendar and 2–3 discussed individually	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes
Employee discipline authority	No	N/A	No role	Yes

If the Task Force elects to retain the Public Works Commission as a decision-making body, it should align the body to the governance commission template by removing the Board and Controller as appointing authorities, updating the confirmation process, instituting a limit of 3 terms, and limiting hiring/firing authority to consultative responsibilities only.

If the Task Force elects to retain the Public Works Commission but modify it into an advisory body, it should align the body to the advisory committee template by removing appointment confirmations, modifying term lengths, and instituting term limits. The Commission should also have a 3-year sunset date and be renamed and moved into the Administrative Code.

4. [Sanitation and Streets Commission](#) (DPW)

Criteria-based outcome: Combine or eliminate			
Notes:			
Criteria suggest combining with Public Works Commission or eliminating			
Primary Department	DPW	Established	2022
Current Type	Governance	Meetings (CY24)	8
Policy Area	Public Works	Members (as of May 2025)	5 total seats 1 vacant seat (20%)
Annual Cost (FY25)	\$252k ²²		

Oversees the Operations Division of San Francisco Public Works. Sets policy directives and oversees the division's performance, reviewing the designation and filling of staff positions, establishing minimum standards of cleanliness for the public right of way and baselines for services to maintain cleanliness of the public rights of way ([Charter § 4.139](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²⁴	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

²² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

²³ Public Works Commission, Urban Forestry Council, Graffiti Advisory Board

²⁴ Street cleanliness

Staff Discussion:

The Sanitation and Streets (SAS) Commission was established through Proposition B in November 2020. At that time, voters approved the creation of a separate Sanitation and Streets Department to be overseen by a new oversight body.

In November 2022, a subsequent Proposition B was passed, which eliminated the separate Sanitation and Streets Department but retained the commission. This resulted in the commission serving as an oversight body for a division within the Department of Public Works, rather than for a standalone department. Commissions are typically structured to oversee entire departments, not individual divisions; the current arrangement does not align with this standard practice.

While the commission originally had authority to approve contracts, conduct cost analyses, and set cleanliness standards, the second ballot measure eliminated its powers over budget and contract approval, as well as cost analyses, leaving only general oversight duties and the responsibility for setting cleanliness standards.

Meetings focus mainly on performance reports from Public Works' Operations Division. In October 2024, after 26 months of hearings and discussions, the commission approved the department's standards of cleanliness, fulfilling a key mandate under the Charter. There is very low public participation, with one or fewer public commenters per meeting.

Oversight often overlaps with the Public Works Commission, which already covers the full department (including the Operations Division). There is also topic overlap with the Urban Forestry Council and the Graffiti Advisory Board

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (2 seats), Board of Supervisors (2 seats), Controller (1 seat)	N/A	Mayor	No
Appointment confirmations	When the Mayor or Controller makes a nomination, the Board of Supervisors has 60 days to hold a hearing and vote. If the Board doesn't act in that time, the nominee is automatically approved.	None	None ²⁵	No
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes - Governance
Term limits	None	Case-by-case ²⁶	3 terms	No
Qualifications	Desirable, but not required: a background or experience in cleaning and maintaining public spaces, urban forestry, urban design, construction, skilled crafts and trades, finance and audits, architecture, landscape	None required ²⁷	None ²⁷	Yes

²⁵ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²⁶ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁷ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
	architecture, engineering, or performance measurement and management			
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	No	N/A	Consultative responsibilities only	Yes
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	No	N/A	Yes	No
Employee discipline authority	No	N/A	No role	Yes

If the Task Force chooses to keep the body, it may consider aligning SAS to either the Governance Commission or Advisory Committee template

If the Task Force elects to retain the Sanitation and Streets Commission as a decision-making body, it should align the body to the governance commission template by removing the Board and Controller as appointing authorities, updating the confirmation process, and instituting a limit of 3 terms.

If the Task Force elects to retain the Sanitation and Streets Commission but modify it into an advisory body (which is more appropriate given its current functions), it should align the body to the advisory committee template by removing appointment confirmations, modifying term lengths and instituting term limits. The Commission should also have a 3-year sunset date and be renamed and moved into the Administrative Code.

5. [Commission on the Environment](#) (Environment Department)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - If kept, may consider absorbing Urban Forestry Council functions

Primary Department	ENV	Established	1996
Current Type	Governance	Meetings (CY24)	8
Policy Area	Parks and Environment	Members (as of May 2025)	7 seats 0 vacancies
Annual Cost (FY25)	\$181k ²⁸		

Sets policy for the Environment Department and advises the mayor and Board of Supervisors on environmental matters. Develops policies and programs in recycling, toxics reduction, environmental justice, energy efficiency, commute alternatives, climate change, and the city's urban forest. The Environment Commission has a Policy Committee and an Operations Committee ([Charter § 4.118](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²⁹	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

²⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

²⁹ Municipal Green Building Task Force, Urban Forestry Council

Staff Discussion:

The Commission on the Environment (CoE) is the body tasked with overseeing the Environment Department and providing Citywide policy recommendations that support the City's long-term sustainability efforts.

The evaluation criteria support potentially combining this body with other public bodies that focus on environmental issues. Because CoE has a broader mandate than the bodies it overlaps with, there may be potential for combining bodies. The criteria suggest potentially eliminating the Urban Forestry Council, however CoE could take on some urban canopy advisory functions should UFC be eliminated and CoE kept. There is also overlap with the Municipal Green Building Task Force, however this is a staff working group with a specific mandate that does not make sense to combine with CoE.

Regardless of decisions related to the Urban Forestry Council, the Task Force may consider modifying the CoE to be an advisory body. CoE oversees the Environment Department, which is a small department that employs fewer than 100 FTEs and has a budget of approximately \$40 million, less than \$1m of which comes from the general fund. CoE could either remain a decision-making body with oversight of the department or the Task Force could modify this into being an advisory committee that continues to provide input and recommendations on Citywide environmental policies but no longer oversees the Department. Because the body's current primary role is to advise the department and support environmental efforts that require Citywide implementation, this modification may not have significant impacts on the actual day-to-day functioning of the body or the department.

The Task Force could also decide to eliminate this body altogether. The Environment Department conducts public outreach and engagement as part of normal department operations, gathering feedback on specific topics or projects, so there are other pathways for public input outside of the commission structure.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes
Appointment confirmations	None; appointments are effective immediately unless rejected 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)	None	None ³⁰	Yes – Governance
Member removal	At will	At will	At will	Yes – Both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ³¹	3 terms	No
Qualifications	None	None required ³²	None required ³²	Yes
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Department Head: Nominate for hiring. Sole authority in firing	N/A	Consultative responsibilities only	No
Contract approval authority	Yes. Number of approvals depend on Department activities and pipeline. In FY25, approved 5 grants/contracts.	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes
Employee discipline authority	None	N/A	No role	Yes

³⁰ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

³¹ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

³² Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

If the Task Force elects to retain the Commission on the Environment as a decision-making body, it could align the body to the governance commission template by instituting a limit of 3 terms and limiting hiring/firing authority to consultative responsibilities only.

If the Task Force elects to retain the Commission on the Environment but modify it into an advisory body, it could align the body to the advisory committee template by removing budget approval, contract approval, and hiring/firing authorities. The Commission should also have a 3-year sunset date and be moved into the Administrative Code.

6. Municipal Green Building Task Force (Environment Department)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	ENV	Established	2004
Current Type	Staff Working Group	Meetings (CY24)	8
Policy Area	Building and Permitting; Parks and Environment	Members (as of May 2025)	21 seats 0 vacancies
Annual Cost (FY25)	\$80k ³³		

Oversees and assists in enhancing the environmental performance of municipal construction projects pursuant to Chapter 7 of the San Francisco Environment Code, which outlines municipal green building requirements. Advises the Department of the Environment on policy matters, facilitates interdepartmental communication and cooperation, and acts as an educational forum to increase staff knowledge of green building practices and share project-related successes and lessons learned ([Environment Code § 702](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ³⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	Consider keeping
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ³⁵	

³³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

³⁴ Commission on the Environment

³⁵ Municipal green building requirements

5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The Municipal Green Building Task Force (MGBTF) is primarily a Staff Working Group, with 20 employees from 12 departments and 1 member of the public. This enables information sharing across departments and supports the effective implementation of the City's green building requirements (per Chapter 7 of the Environment Code). MGBTF is a valuable forum for coordination and supports staff in building knowledge in a topic area that spans multiple departments. In addition, MGBTF makes recommendations to the head of the Environment Department on requests for waivers for Chapter 7 requirements. Appropriately assessing waivers requires gathering input and knowledge from staff representing the different departments on the MGBTF, so staff within the Environment Department do not have all the required expertise to easily make those assessments. This means that the Task Force increases government efficiency by providing a forum to systematically evaluate waivers and share information that can inform the work that different departments are responsible for when following green building requirements.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	21	15 maximum	No	Remove public member, otherwise retain current membership. ³⁶
Appointing authority	Split appointments: MYR, ENV, DPW, PUC, RPD, MTA, ADM, DBI, CPC, PRT, AIR, LIB, FIR, DPH ³⁷	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	3 years (public members only)	3 years maximum	Yes	
Term limits	2 consecutive terms (public members only)	Case-by-case ³⁸	Yes	
Qualifications	A representative with building design, construction, and/or finance experience from each of the City Departments and divisions listed as appointing authorities.	None required ³⁹	Yes	

³⁶ This body's work requires having members from all currently represented departments so it would not make sense to reduce the total number to 15. The Task Force should consider recommending removing the public member. However, there is currently proposed legislation that would add a Mayor's Office of Housing & Community Development (MOHCD) member in order to support City-funded affordable housing development project compliance with Chapter 7 requirements. If this seat is added, the total number of seats would remain at 21 even after removing the public member.

³⁷ Mayor's Office, Department of the Environment; San Francisco Public Works: Building Design and Construction, Design and Engineering, Landscape Architecture, Building Repair, and Project Management; San Francisco Public Utilities Commission: Power Enterprise, Water Enterprise, Wastewater Enterprise, and Infrastructure; Capital and Planning Division within Recreation and Park; Capital Programs and Construction Division within San Francisco Municipal Transportation Agency; Office of Resilience and Capital Planning and Real Estate Division within Office of City Administrator; Building Inspection; Citywide Planning Division within Planning Department; Port of San Francisco; San Francisco International Airport; Facilities Division within San Francisco Public Library; Fire; Public Health

³⁸ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

³⁹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Establishing authority	Environment Code	Administrative Code	No	Add to Administrative Code
Sunset date	None	3 years	No	This body's work is ongoing, so adding a sunset date does not make sense.

City staff and one member of the public make up the Municipal Green Building Task Force (MGBTF), so it is a hybrid of a Staff Working Group and an Advisory Committee. Since there is no Staff Working Group template, staff assessed whether conformance to the Advisory Committee template is appropriate.

It is appropriate for the MGBTF to exceed the 15-member Advisory Committee maximum given that the body is primarily a Staff Working Group. The Task Force should recommend removing the one member of the public to transform the body into a Staff Working Group comprised of only staff.

Because sustainability is a topic that is often layered onto existing topics (e.g. DPW's primary role is public works, and the sustainability impact of public works is a secondary consideration), there is concern that this body would not be as effective or functional if it were not in code. For this reason, staff recommend keeping this body in code but incorporating it into the Administrative Code for transparency and consistency purposes. There may be a cross-reference between the Environment Code and Administrative Code.

7. [Urban Forestry Council](#) (Environment Department)

Criteria-based outcome: Combine or eliminate
Notes: Criteria suggest eliminating and allowing either the Commission on the Environment, the Bureau of Urban Forestry, or StreetTreeSF to absorb functions.

Primary Department	ENV	Established	2003
Current Type	Advisory	Meetings (CY24)	6
Policy Area	Parks and Environment	Members (as of May 2025)	15 seats 1 vacancy (7%)
Annual Cost (FY25)	\$109k ⁴⁰		

Advises city departments, including the Board of Supervisors and the Mayor, on urban forestry issues. Guides the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety. ([Environment Code Chapter 12](#))

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁴¹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁴²	

⁴⁰ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁴¹ Commission on the Environment, Public Works Commission, Sanitation and Streets Commission

⁴² Narrow topic: urban forestry

5B. Could those interests be adequately represented by some other body or City department?

Yes

Consider eliminating

Staff Discussion:

The Urban Forestry Council (UFC) is an advisory committee that includes both members of the public and staff in the departments that touch tree maintenance. The council supports long-term planning and cross-departmental strategy for the City's urban forest, while City agencies provide day-to-day oversight and maintenance. Many departments touch this work, most notably the Department of Public Works' Bureau of Urban Forestry (BUF). However, BUF is not responsible for all of the City's trees; for instance, Rec and Park is responsible for trees in parks.

When the UFC was initially established, the mandate included developing and supporting implementation of an Urban Forest Plan. Because this is a long-term plan that the City has since adopted, the group has successfully met one of the primary drivers of the creation of the Urban Forestry Council. Furthermore, a 2016 proposition passed and created [StreetTreeSF](#), a DPW-run program to systematically maintain and care for all street trees. This program further brings responsibility for the urban canopy into everyday department operations. Advisory Committees should bring outside expertise that would otherwise be missing from government or create pathways for public involvement on an issue. Given the current scope of the work UFC is doing, the Bureau of Urban Forestry and other City departments employ staff with the specialized knowledge needed to maintain the urban canopy. While the group does provide a forum for additional cross-departmental coordination, City staff should be able to perform the functions of the Urban Forestry Council without needing a formal advisory body; a passive meeting body would be suitable instead. Furthermore, should the Task Force opt to keep the Commission on the Environment, that Commission would be able to adopt some oversight functions for the urban canopy and provide a forum for public input on the issue.

Advisory Committees

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	15	15 maximum	Yes	
Appointing authority	BOS, MYR, DPW, CPC, RPD, PUC ⁴³	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ⁴⁴	Yes	
Qualifications	BOS and MYR appointees have specific qualifications. ⁴⁵ Department heads or their designees are required to fill the other seats.	None required ⁴⁶	Yes	
Establishing authority	Environment Code	Administrative Code	No	Add to Administrative Code
Sunset date	None	3 years	No	Add sunset date

The evaluation criteria suggests that the Task Force should consider eliminating the Urban Forestry Council. However, should the Task Force choose to keep the Urban Forestry Council, it may align the body to the advisory committee template by moving the body to the Administrative Code (a brief cross-reference in the Environment Code may remain) and adding a 3-year sunset date.

⁴³ Board of Supervisors, Mayor, Public Works, City Planning, Rec Park, and Public Utilities

⁴⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴⁵ 1 member from an educational organization involved with tree management, 2 members certified by a professional tree management organization, 2 members of non-profit organizations involved in urban forestry or other environmentally-related issues, 2 community members, 1 member from the tree care industry.

⁴⁶ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

8. [Bicycle Advisory Committee](#) (Municipal Transportation Agency)

Criteria-based outcome: Combine or eliminate
Notes: Criteria suggest eliminating and allowing either the MTA Board of Directors or MTA staff to absorb functions.

Primary Department	MTA	Established	1990
Current Type	Advisory	Meetings (CY24)	12
Policy Area	Transportation	Members (as of May 2025)	17 (11 voting members) 3 vacant seats ⁴⁷ (18% vacancy)
Annual Cost (FY25)	\$1k ⁴⁸		

Advises the SFMTA, Board of Supervisors, and other city agencies on how to make bicycling safer and more accessible ([Administrative Code § 5.130](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁴⁹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵⁰	

⁴⁷ As of May 16, 2025, there were no vacancies among voting members

⁴⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁴⁹ Municipal Transportation Agency Board of Directors, Municipal Transportation Agency Citizens' Advisory Council

⁵⁰ Bicycling

5B. Could those interests be adequately represented by some other body or City department?

Yes

Consider eliminating

Staff Discussion:

The Bicycle Advisory Committee (BAC) meets regularly and has all voting-member seats filled. Its main functions are hearing reports from various City departments, providing feedback, and taking votes on non-binding resolutions of support for bicycle-related policies, programs, and infrastructure projects.

The Administrative Code tasks the BAC with developing plans for bicycle-related improvements and bicycle education. While the BAC may have done this at some stage, it has not in the last several years, and these planning efforts are now duplicative with the work done by full-time City employees.

The City's bicycle safety planning and implementation is primarily handled by the Municipal Transportation Agency (MTA) and occurs independently of the BAC. The MTA has jurisdiction over most bicycle safety issues—bike lanes, street design, speed limits, traffic signals, etc.—and employs full-time staff to plan for improvements and manage these assets and operations.

When the BAC was formed in 1990, the MTA did not yet exist. The Department of Parking and Traffic (DPT) or the Department of Public Works (DPW) may not have planned extensively for bicycle infrastructure. However, the MTA now has a Sustainable Streets Division with teams focused on active transportation, employs full-time bike planners and engineers, and integrates biking into multimodal planning. While the BAC may have been essential in the 1990s, transportation planning looks very different thirty-five years later, and the BAC may no longer be necessary.

Advisory Committees should bring outside expertise that would otherwise be missing from government or create pathways for public involvement on an issue. MTA's bicycle planners routinely create opportunities for public input on bicycle-related projects. For example, in March 2025 the MTA Board of Directors approved the [San Francisco Biking and Rolling Plan](#), which directs bicycle-related investments, policies, and actions for the next 10+ years. The plan was developed over the course of two years by MTA staff who conducted extensive community engagement, including 250+ tabling events, 10 open houses, and 1000+ survey responses. The BAC was consulted as part of this broader engagement, along with 80+ other organizations. By contrast, the BAC typically has two public commenters or less per meeting. While the BAC is one venue for public input regarding bicycling in San Francisco, it's clearly not the only one.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11 voting members	15 maximum	Yes	
Appointing authority	Each member of the Board of Supervisors may nominate one person	N/A	N/A	
Appointment confirmations	Nominations must be approved by the full Board of Supervisors	No confirmations	No	Remove appointment confirmations
Member removal	At will removal by nominating Supervisor	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ⁵¹	Yes	
Qualifications	None	None required ⁵²	No	Add requirement that appointing authority must submit some information on why a candidate is qualified.
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Add 3-year sunset date

The criteria result in a recommendation that Task Force consider eliminating the Bicycle Advisory Committee. However, should the Task Force choose to keep the BAC, it should align the body to the advisory committee template by removing appointment confirmations, requiring a written statement specifying why an appointee is qualified, incorporating six term limits, and adding a 3-year sunset date.

⁵¹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁵² Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

9. [Interdepartmental Staff Committee on Traffic and Transportation](#) (ISCOTT) (Municipal Transportation Agency)

Criteria-based outcome: Keep			
Notes:			
Criteria provide no reason to eliminate			
Primary Department	MTA	Established	1958
Current Type	Staff Working Group	Meetings (CY24)	23
Policy Area	Transportation; Building and Permitting	Members (as of May 2025)	7 total seats 0 vacancies
Annual Cost (FY25)	\$10k ⁵³		

Holds hearings and reviews temporary street closure permits for special events including neighborhood block parties, street fairs, and road races ([Transportation Code § 6.1](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵⁴	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

⁵³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁵⁴ Temporary street closure permits

Staff Discussion:

ISCOTT is a low-overhead staff working group that is decades old; on August 14, 2025, it held its 1,598th meeting. It regularly meets twice a month and is required to hear, review and approve special event road closure permits. In the past year, ISCOTT approved over 450 permits for neighborhood block parties, street fairs, athletic events, shared spaces, and other types of community events. By bringing together staff from various City departments, ISCOTT helps the City efficiently coordinate around major events and resolve scheduling resource constraints.

While ISCOTT is narrowly focused on temporary street closure permits, there are no other bodies that could reasonably review these permits and ensure interdepartmental coordination among the many departments with jurisdiction over the public right-of-way.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	Yes	
Appointing authority	MTA, CPC, DPW, POL, FIR, and Entertainment Commission	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Not applicable to a Staff Working Group
Term limits	None	Case-by-case ⁵⁵	Yes	
Qualifications	Employees of the appointing departments	None required ⁵⁶	Yes	
Establishing authority	Transportation Code	Administrative Code	No	Add to Administrative Code
Sunset date	None	3 years	No	Not applicable to a Staff Working Group

There is no template for staff working groups. However, the Task Force may consider adopting several elements from the Advisory Committee template and applying them to ISCOTT.

The Task Force should not remove ISCOTT from code. It has delegated decision authority from the Board of Supervisors on issuing permits in conformance with [California Vehicle Code 21101\(e\)](#). ISCOTT should be incorporated into the Administrative Code for transparency and consistency purposes. There may be a brief cross-reference between the Transportation Code and Administrative Code.

Transportation Code section 6.1 references the City's "Director of Administrative Services" as being responsible for reviewing recycling plans. This should be updated to reflect the current reality of the City Administrator's Office.

⁵⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁵⁶ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

10. Mission Bay Transportation Improvement Fund Advisory Committee (San Francisco Municipal Transportation Agency)

Criteria-based outcome: Eliminate			
Notes:			
Criteria suggest eliminating and allowing MTA staff to absorb functions.			
Primary Department	MTA	Established	2015
Current Type	Advisory	Meetings (CY24)	5 meetings
Policy Area	Transportation	Members (as of May 2025)	5 total seats 1 vacancy (20%)
Annual Cost (FY25)	\$80k ⁵⁷		

Advises the San Francisco Municipal Transportation Agency (SFMTA), Department of Public Works, and Police Department on the allocation of funds to support transportation services and infrastructure improvements related to events at the Chase Center ([Administrative Code § 10.100-364](#), Administrative Code [Chapter 5, Article XXIII](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁵⁸	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵⁹	

⁵⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁵⁸ MTA Board of Directors, MTA Citizens Advisory Council

⁵⁹ Mission Bay, Mission Bay Transportation Improvement Fund

5B. Could those interests be adequately represented by some other body or City department?	Yes ⁶⁰	Consider eliminating

Staff discussion:

The Mission Bay Transportation Improvement Fund Advisory Committee (MBTIFAC) was established to oversee the use of transportation funds associated with the development of the Chase Center and broader Mission Bay South area. It played a key role in guiding early planning and coordination around traffic mitigation, transit investments, and infrastructure improvements linked to the opening of the arena and the rapid growth of the Mission Bay neighborhood. The committee provided oversight during the most intense period of change, when transportation systems were being redesigned to handle Chase Center crowds and increased neighborhood traffic. Now that the Chase Center has been open for six years and most of the development is built out or nearing completion, the need for a standing advisory committee has significantly diminished.

When the Chase Center first opened in 2019, the committee’s influence on operations was likely much more pronounced than it currently is, as the committee helped work through the new issues posed by service demand in the area. As initial issues were resolved and operations have settled, recent influence on policy or operations has been limited. Event-day operations are now routinely managed by SFMTA with refined traffic, transit, and pedestrian control strategies. Transportation investments funded through the Mission Bay Transportation Improvement Fund (e.g., better signal timing, T-Third light rail upgrades, bikeway adjustments) are complete or in place. Mission Bay South is largely built out, and the pace of new construction—and related transportation impacts—has slowed.

Furthermore, the Mission Bay Transportation Improvement Fund was zeroed out in the FY2025-26 & FY2026-27 budget, and the SFMTA has expended all funding allocations, leaving little for the committee to advise on.

⁶⁰ Transportation planning could be carried out by MTA staff, and infrastructure improvements by Public Works. Budget decisions are already made by MTA, the Police Department, and the Department of Public Works and their respective governance bodies

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	5 members	15 maximum	Yes	
Appointing authority	Chase Center owner, UCSF Chancellor, Mayor, and District 6 Supervisor	N/A	N/A	
Appointment confirmations	None; appointments are effective immediately	No confirmations	Yes	
Member removal	At will by appointing authority	At will	Yes	
Term length	None	3 years maximum	No	Align to template; 3-year term length
Term limits	None	Case-by-case ⁶¹	N/A	If re-authorized, adhere to 12-year (4 term) limit
Qualifications	Various employment or residence requirements	None required ⁶²	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; 3-year sunset

The criteria result in a recommendation that Task Force consider eliminating the Mission Bay Transportation Improvement Fund Advisory Committee. However, should the Task Force choose to keep the MBTIFAC, it should align the body to the advisory committee template by adding 3-year term lengths, four term limits, and a 3-year sunset date.

⁶¹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁶² Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

11. Municipal Transportation Agency Board of Directors (Municipal Transportation Agency)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - May consider absorbing MTA Citizens Advisory Council functions

Primary Department	MTA	Established	1999
Current Type	Governance	Meetings (CY24)	24
Policy Area	Transportation	Members (as of May 2025)	7 total seats 0 vacancies
Annual Cost (FY25)	\$1.2M ⁶³		

Oversees the San Francisco Municipal Transportation Agency (MTA), which operates the City's public transit service and is responsible for taxi-related functions, traffic engineering, and parking enforcement. The Municipal Transportation Agency Board of Directors (MTAB) has exclusive authority over the acquisition, construction, and management of its property; the legislative adoption and enforcement of parking and traffic regulations; the adoption of fares, fines, and fees; and contracting, leasing, and purchasing for the agency ([Charter § 8A.102](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁶⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	

⁶³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁶⁴ MTA Citizens Advisory Council

		4C. Could this body reasonably take on the work of others in its policy area?	Yes ⁶⁵	Consider keeping and expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
		5B. Could those interests be adequately represented by some other body or City department?	N/A	

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate MTAB.

MTAB provides policy oversight for the safe and efficient movement of people and goods in San Francisco. This includes the Municipal Railway (Muni) public transit, as well as bicycling, paratransit, parking, traffic, walking, and taxis. It oversees the Municipal Transportation Agency, which has a budget of over \$1.5 Billion and employs over 6,400 employees for FY26.

⁶⁵ MTAB already hears many of the same items that are brought to MTA CAC meetings, including project proposals, plans, strategies, budget documents, etc. Consider combining these two bodies by expanding the scope of MTAB.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	Public hearing and confirmation by the Board of Supervisors	None ⁶⁶	No	Align to template; allow appointments to become effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
Member removal	For cause	At will	No	Align to template; at will removal
Term length	4 years	4 years	Yes	
Term limits	3 terms	3 terms	Yes	
Qualifications	At least four directors must be regular Muni riders. Must have knowledge or experience in government, finance, labor relations, or public transportation.	None required ⁶⁷	Yes	
Establishing authority	Charter	TBD	TBD	Remain in Charter
Sunset date	None	None	Yes	
Hiring and Firing Authority	Sole authority to fire the Director of Transportation	Consultative responsibilities only	No	Align to template; consultative responsibilities only
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No	No role	Yes	

⁶⁶ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁶⁷ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

While the Task Force has not decided whether governance commissions should be established in the charter or the code, when the SFMTA and MTAB were created in 1999, they were purposefully granted special charter authority to insulate transportation decisions from political interference. Thus, it seems reasonable to keep MTAB in the Charter.

Similarly, the Task Force may wish to partially deviate from the Governance Commission template for member removal or department head hiring/firing. In its August 6 meeting, the Task Force expressed interest in insulating some public bodies from political influence when a body has oversight of assets or funds requiring long-term outlook to manage appropriately. MTAB meets these criteria and could be insulated from political pressures if members cannot be removed at will.

12. Municipal Transportation Agency Citizens' Advisory Council (Municipal Transportation Agency)

Criteria-based outcome: Combine or eliminate
Notes: - Criteria suggest eliminating and allowing either MTA Board of Directors or MTA staff to absorb functions. - May consider keeping the body to facilitate public engagement while MTA faces tough budget decisions.

Primary Department	MTA	Established	Unknown
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Transportation	Members (as of May 2025)	15 total seats 3 vacant (20% vacancy rate)
Annual Cost (FY25)	\$178k ⁶⁸		

Provides recommendations to the Municipal Transportation Agency regarding any matter within the jurisdiction of the Agency ([Charter § 8A.111](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁶⁹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁷⁰	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	

⁶⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁶⁹ MTA Board of Directors (MTAB)

⁷⁰ MTAB hears all major items that are brought before the MTA CAC. Consider whether the MTA CAC's advisory function could be eliminated or absorbed by the MTAB.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Municipal Transportation Agency Citizens' Advisory Council (MTA CAC) is an advisory body that reviews major items—such as project proposals, planning documents, and budget documents—before they are presented to the Municipal Transportation Agency Board of Directors (MTAB). After reviewing each item, the CAC may issue formal written recommendations to MTAB, and the Chair/Vice Chair of the CAC will attend the relevant MTAB meeting to speak to the CAC's recommendations. These two bodies overlap substantially in terms of the topics that they review, but they play different roles, with the CAC providing initial community input/feedback and the MTAB acting as the MTA's governing body.

This overlap creates an extra layer of review that slows down MTA actions and decision-making. Major items must be heard by two separate bodies with different meeting cadences, which result in months-long review and approval timelines.

However, this extra layer of public review may bolster trust in the MTA, which is especially critical as the Agency faces a looming fiscal crisis. The MTA faces an approximately \$320 million deficit beginning in Fiscal Year 2026–2027 (FY27) and plans to ask voters to approve one or more new tax measures in 2026 to help close this gap. Should these ballot measures fail, the MTA would likely need to close the gap through deep cuts to transit service and increases in parking fees, which would significantly affect the City's broader economic recovery.⁷¹ The possibility of asking the public to support new revenue measures, particularly in a time of economic uncertainty, should not be taken lightly. The MTA CAC provides an added layer of public engagement, transparency, and oversight at a time when the MTA needs to draw upon public trust and support to fund its ongoing operations.

⁷¹ San Francisco Controller's Office. (2025). Muni Funding Working Group: Solving for Muni's Funding Needs. https://media.api.sf.gov/documents/Muni_Funding_Working_Group_Final_Report_9n2cEn7.pdf

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	15	15 maximum	Yes	
Appointing authority	One person appointed by each member of the Board of Supervisors and four people appointed by the Mayor	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	Align to template; reduce to 3 years
Term limits	None	Case-by-case ⁷²	N/A	If re-authorized, adhere to 12-year (4 term) limit
Qualifications	At least ten regular Muni riders, 2 paratransit riders, 3 members aged 60+	None required ⁷³	Yes	
Establishing authority	Charter	Administrative Code	No	Align to template; move to Administrative Code
Sunset date	None	3 years	No	Align to template; 3-year sunset

⁷² Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁷³ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

13. [Port Commission](#) (Port)

Criteria-based outcome: Keep
Notes: - Legally required to exist - May absorb functions of the Waterfront Design Advisory Committee

Primary Department	PRT	Established	1968
Current Type	Governance	Meetings (CY24)	13 meetings
Policy Area	Port	Members (as of May 2025)	5 total seats 0 vacancies
Annual Cost (FY25)	\$470k ⁷⁴		

Oversees the Port, which is an enterprise department of the City that has the power and duty to use, conduct, operate, maintain, manage, regulate, and control the port area of San Francisco. The Port consists of property along the Bay waterfront transferred by the State and held by the City in trust for the people of the State, subject to the Burton Act (Ch. 1333, Stats. 1968, as amended), the Transfer Agreement between the State and the City, and the Charter, per [Charter § B3.581](#). ([Charter § 4.114](#))

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁷⁵	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	Yes ⁷⁶	Consider keeping and expanding scope

⁷⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁷⁵ Waterfront Design Advisory Committee

⁷⁶ The Port Commission is responsible for issuing most permits for development projects on Port property and could reasonably take on the responsibilities of the Waterfront Design Advisory Committee, which was recommended for elimination at the August 20, 2025, Commission Streamlining Task Force meeting.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Port Commission is a governance body responsible for the seven and one-half miles of waterfront adjacent to the San Francisco Bay, which the Port develops, markets, leases, administers, manages, and maintains. It is legally required to exist under Section 12 of the Burton Act and its functions cannot be transferred to another body.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5 members	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	Subject to confirmation by a majority of the Board of Supervisors	None ⁷⁷	No	No change ⁷⁸
Member removal	For cause, or by recall election	At will	No	Align to template; Allow members to be removed at will by the Mayor; remove Charter provision allowing members to be recalled by the voters
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; 3 terms
Qualifications	No special qualifications	None required ⁷⁹	Yes	
Establishing authority	Charter	TBD	TBD	Remain in Charter ⁷⁸
Sunset date	None	None	Yes	
Hiring and Firing Authority	Under Charter Section B3.581(h), the Commission nominates and the Mayor appoints the Port's Executive Director, who serves at the pleasure of the Commission.	Consultative responsibilities only	No	Align to template; consultative responsibilities only
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No	No role	Yes	

⁷⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁷⁸ Cannot be changed, subject to Section 12 of the Burton Act

⁷⁹ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Several aspects of the Port Commission cannot be modified, according to the terms of the Burton Act. The Act provides at Section 12 that the Port must be under the control of a Harbor Commission established by Charter, with five members, each serving a term of four years. The Act also required that the members be appointed by the Mayor, subject to confirmation by the Board of Supervisors.

The Task Force may wish to partially deviate from the Governance Commission template for member removal or department head hiring/firing. In its August 6 meeting, the Task Force expressed interest in insulating some public bodies from political influence when a body has oversight of assets or funds requiring long-term outlook to manage appropriately. The Port Commission meets these criteria and could be insulated from political pressures if members cannot be removed at will. However, the Task Force should eliminate the ability for members of the Port Commission to be removed via recall election, which would further insulate them from political pressure.

14. Public Utilities Citizens' Advisory Committee (Public Utilities Commission)

Criteria-based outcome: Combine or eliminate			
Notes: - Criteria suggest eliminating and allowing either the Public Utilities Commission or PUC staff to absorb functions. - PUC may also maintain body as a passive meeting body			
Primary Department	SFPUC	Established	2004
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Public Utilities	Members (as of May 2025)	17 total seats 2 seats vacancies (12%)
Annual Cost (FY25)	\$58k ⁸⁰		

Provides recommendations to the General Manager of the San Francisco Public Utilities Commission, the Public Utilities Commission, and the Board of Supervisors on the success of the Department in achieving the goals and objectives set related to water and clean water. The Public Utilities Citizens' Advisory Committee reviews and provides recommendations on the Public Utilities Commission's long-term strategic, financial, and capital improvement plans ([Administrative Code §5.140](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁸¹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁸²	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	

⁸⁰ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁸¹ Public Utilities Commission

⁸² The Public Utilities Citizens' Advisory Committee advises the Public Utilities Commission on strategic, financial, and capital plans and issues. Consider whether this advisory function is necessary, given its duplication with the Public Utilities Commission.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Public Utilities Citizens' Advisory Committee's scope of recommendations is limited to the long-term strategic, financial and capital improvement plans of the SFPUC. Whereas the Public Utilities Citizens' Advisory Committee may only provide recommendations, the SFPUC Commission oversees the same topics and more and holds approval authority for various departmental functions, such as budget and contracts. The public may continue to engage with the SFPUC department via the SFPUC Commission on such topics. Should the Public Utilities Citizens' Advisory Committee seek to meet, their functions could be appropriately handled by a passive meeting body, which is not established in law or subject to the same public meeting requirements as an official policy body.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	17	15 maximum	No	Align to template; reduce number of members to at most 15
Appointing authority	Mayor, Board of Supervisors, Present of the Board of Supervisors	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	Align to template; reduce term length to 3 years.
Term limits	2 terms	Case-by-case ⁸³	Yes	
Qualifications	• <u>BOS</u>: 1 rep. from each district: community, business, environmental, or environmental justice organization, or has experience in a field related to public utilities, environmental justice or environmental science. • <u>Mayor</u>: regional water customer; large water user; resident with knowledge of engineering or financial management; regional or statewide environmental organization rep. • <u>BOS President</u>: small business; environmental justice organization	None required ⁸⁴	Yes	

⁸³ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁸⁴ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; 3 year sunset

The Task Force should consider eliminating the PUC Citizens' Advisory Committee. However, should the Task Force choose to keep the Public Utilities Citizens' Advisory Committee, it should align the body to the advisory committee template by reducing membership by two seats, incorporating three term limits, and adding a three-year sunset date.

15. Public Utilities Commission (Public Utilities Commission)

Criteria-based outcome: Keep			
Notes:			
- Criteria provide no reason to eliminate - May consider absorbing the functions of the Public Utilities Citizens' Advisory Committee			
Primary Department	SFPUC	Established	1932
Current Type	Governance	Meetings (CY24)	19
Policy Area	Public Utilities	Members (as of May 2025)	5 total seats 0 vacant seats (0%)
Annual Cost (FY25)	\$2.3M ⁸⁵		

Oversees the department of the same name. Has exclusive charge of the construction, management, supervision, maintenance, extension, expansion, operation, use and control of all water, clean water, and energy supplies and utilities of the City, as well as the real, personal, and financial assets under the Commission's jurisdiction ([Charter § 4.112](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁸⁶	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	Yes ⁸⁷	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

⁸⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁸⁶ Public Utilities Citizens' Advisory Committee

⁸⁷ Hears many of the same items as the Public Utilities Citizens' Advisory Committee. Consider whether this advisory function is necessary or could be absorbed by the Public Utilities Commission.

5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Public Utilities Commission (body) ensures that the San Francisco Public Utilities Commission (SFPUC) department meets its strategic goals and priorities, provides the public with sufficient and thoughtful data, and serves as a service delivery advocate for the public. The department has a budget of \$2.1 billion and over 1,700 employees (FTEs) for FY26.

No other body can perform the work of the Public Utilities Commission. Since its inception, the body has evolved to meet the needs of the City and the SFPUC, maintaining relevance and necessity. The body provides input on the SFPUC's organizational policies, strategic plans, and budgets. The body approves various contracts, emergency declaration remediation work, and emergency declaration commodities for the SFPUC. If the Task Force eliminates the Public Utilities Citizen's Advisory Committee, it may want to recommend incorporating body's subcommittees for water and wastewater systems into the PUC governance commission to continue the public oversight and discussion of the management of those systems.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	BOS majority confirmation	None ⁸⁸	No	Align to template; appointments are effective immediately unless rejected 2/3 of the Board of Supervisors within 30 days
Member removal	For cause	At will	No	Align to template; change member removal rules pursuant to Charter sec. 15.105 to at will
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; enforce 3 term limits
Qualifications	By seat. Seat 1: experience in environmental policy and environmental justice issues; Seat 2: experience in ratepayer or consumer advocacy; Seat 3: experience in project finance; Seat 4: expertise in water systems, power systems, or public utility management; and Seat 5: member at-large	None required ⁸⁹	Yes	
Establishing authority	Charter	TBD	TBD	Remain in Charter
Sunset date	None	None	Yes	

⁸⁸ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁸⁹ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Hiring and Firing Authority	Hiring authority – Nominate General Manager or enter into an individual contract with a General Manager ⁹⁰ ; Firing authority – Sole authority	Consultative responsibilities only	No	Align to template; change authority to consultative responsibilities only
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	N/A	No role	Yes	

The Task Force may wish to partially deviate from the Governance Commission template for member removal or department head hiring/firing. In its August 6 meeting, the Task Force expressed interest in insulating some public bodies from political influence when a body has oversight of assets or funds requiring long-term outlook to manage appropriately. The Public Utilities Commission meets these criteria and could be insulated from political pressures if members cannot be removed at will. Similarly, while the Task Force has not decided whether governance commissions should be established in the charter or the code, it seems reasonable to keep the PUC Commission in the Charter for protection and continuity purposes, given the department's large infrastructure portfolio and role as a utility provider.

⁹⁰ Standard Charter § 4.102 rules apply and Charter § 8B.126 grants the Commission authority to enter into an individual contract with the General Manager

16. Public Utilities Rate Fairness Board (Public Utilities Commission)

Criteria-based outcome: Keep			
Notes:			
Criteria provide no reason to eliminate			
Primary Department	SFPUC	Established	2002
Current Type	Advisory	Meetings (CY24)	5
Policy Area	Public Utilities	Members (as of May 2025)	7 total seats 1 vacant seat (14%)
Annual Cost (FY25)	\$10k ⁹¹		

Reviews and advises the SFPUC on water, power, and sewer rates matters ([Charter § 8B.125](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁹²	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁹³	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate Public Utilities Rate Fairness Board. The body assists the SFPUC with maintaining transparency and accountability on utility rates set, impacting all San Franciscans. It brings together residential customers, retail customers of various sizes, and City staff from the City Administrator's Office and Controller's Office to ensure various opinions and concerns are considered. No other body can perform this work. The Rate Fairness

⁹¹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁹² MTA Board of Directors (MTAB)

⁹³ Water, power, and sewer rates

Board helps increase public engagement and understanding of rate approvals by the SFPUC and the Board of Supervisors.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	Yes	
Appointing authority	City Administrator, Controller, Mayor, BOS	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template; 3-year term length for public members
Term limits	None	Case-by-case ⁹⁴	N/A	Align to template; 4 term maximum for public members
Qualifications	City Administrator designee; Controller designee; Office of Public Finance designee; BOS: 1 residential retail customer, 1 small business retail customer; MYR: 1 residential retail customer, 1 large business retail customer	None required ⁹⁵	Yes	
Establishing authority	Charter	Administrative Code	No	Align to template; move establishing authority to Administrative Code
Sunset date	None	3 years	No	Align to template; add a sunset date of 3 years

⁹⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁹⁵ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

17. Southeast Community Facility Commission (Public Utilities Commission)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - May consider aligning to Advisory Committee template

Primary Department	SFPUC	Established	1987
Current Type	Governance	Meetings (CY24)	6
Policy Area	Community development	Members (as of May 2025)	7 total seats 1 vacant seat (14%)
Annual Cost (FY25)	\$219k ⁹⁶		

Reviews and provides guidance on strategic, financial and capital improvement plans, as well as programming and operations for the Southeast Community Facility, which was constructed by the City to mitigate the Southeast Treatment Plant expansion projects' adverse environmental and social impacts to the Bayview–Hunters Point community in the 1970s and 1980s ([Administrative Code § 54.2](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁹⁷	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

⁹⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁹⁷ Bayview–Hunters Point

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Southeast Community Facility Commission (SECFC). The Task Force may consider modifying the body by converting it to an advisory committee.

The Commission currently operates as an advisory committee with the singular governance body authority over the facility director. SECFC advises the SFPUC on numerous issues but does not set policy, approve contracts, or approve the budget. The SECFC advises SFPUC regarding the operations of the facility, including educational and job skills centers, childcare, a senior activities center, budget matters, and proposed leases with qualified tenants. Through providing this guidance to the SFPUC, the SECFC fosters the full and gainful employment of residents of chronically economically depressed areas of the City; the progressive development of marketable job skills for untrained and under-trained City residents; the creation and expansion of opportunities for residents to participate in day and evening education programs; the creation and expansion of opportunities for providing day care services at a low and reasonable cost to parents; the expansion of opportunities for special community services for senior citizens; and the overall improvement of the general economic prosperity, health, safety, and welfare of residents of chronically economically depressed areas of the City.

In 1979, the City's southeast communities won a community center located at 1800 Oakdale Avenue as part of an agreement to offset the effects of the Southeast Wastewater Treatment Plant on surrounding communities. The SFPUC engaged with the community in 2015 to build a new state-of-the-art center rather than repair the original facility. In 2020, the SFPUC along with nonprofits performed outreach to the community to learn what programs and amenities to include at the reenvisioned facility and have been implementing these requests.

The communities surrounding the Southeast Treatment Plant still experience the cumulative impacts of historic disinvestment, environmental burdens, and economic disparities. The facility at 1550 Evans Avenue was developed as a form of mitigation for those longstanding inequities. Retaining the SECFC but aligning it to the Advisory Committee template would ensure that the voices of historically impacted neighborhoods continue to shape public programming and investments, while streamlining governance consistent with current practice.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	Yes	
Appointing authority	Mayor	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will; Any member who misses 3 regularly scheduled commission meetings in any 12-month period without the express approval of the Commission given at a regularly scheduled meeting will be deemed to have resigned from the Commission	At will	Yes	
Term length	4 years	3 years maximum	No	Align to template; 3-year terms
Term limits	None; President of the commission may serve two 2-year terms maximum	Case-by-case ⁹⁸	N/A	If re-authorized, adhere to 12-year (4 term) limit
Qualifications	Reside or work in the Bayview-Hunters Point community	None required ⁹⁹	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; 3-year sunset
Hiring and Firing Authority	Director of the facility	None	No	Align to template; no hiring and firing authority

The Southeast Community Facility Commission reviews and provides guidance on budgets affecting the greenhouse, job training, child care, senior activities, and other programs at the facility. It also reviews and advises on proposed leases and agreements with private, community,

⁹⁸ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁹⁹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

and public organizations. In addition, the Commission may allocate surplus funds (proceeds from leasing the facility that exceed operating costs) for scholarships, child care, job training, and community agency support. It must also maintain a reserve fund equal to 10% of each year's surplus for facility maintenance. If the Task Force converts the SECFC to an advisory body, the budget and lease reviews can continue, but the authority to allocate surplus funds would likely need to be modified. It is currently unknown whether proceeds from leasing the facility exceed the cost to operate and administer the facility, or whether there are any surplus funds available to be allocated.

18. Joint Zoo Committee (Recreation and Park Department)

Criteria-based outcome: Keep			
Notes: - Criteria provide no reason to eliminate - Required per the binding Management Agreement			
Primary Department	RPD	Established	1982
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Parks and Environment	Members (as of May 2025)	8 total seats ¹⁰⁰ 0 vacancies
Annual Cost (FY25)	\$2,000 ¹⁰¹		

The San Francisco Zoo operates on City-owned property and is managed by the San Francisco Zoological Society. The relationship between the City and the Zoological Society is governed by the Joint Zoo Management Agreement, which specifies that a Joint Zoo Committee be maintained throughout the term of the agreement. The Committee hears public testimony regarding major policies affecting the Zoo, including the setting of fees, new animal exhibits, animal acquisition and disposition, land use, and capital and operating budgets.

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰²	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	

¹⁰⁰ Six voting seats and two non-voting advisory seats. The six voting seats are appointed by the Recreation and Park Commission and the San Francisco Zoological Society. The advisory seats are appointed by the Animal Welfare Commission and serve in a mostly volunteer advisory role.

¹⁰¹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁰² Recreation and Park Commission; Park, Recreation, and Open Space Advisory Committee

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁰³	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Joint Zoo Committee, and it is required per the binding Management Agreement.

The Joint Zoo Committee provides the only public forum for residents to share input on San Francisco Zoo policy and budget decisions.

Further, this body is established in the Management Agreement between the City and County of San Francisco and the San Francisco Zoological Society, which the Commission Streamlining Task Force does not have the authority to amend. However, the Task Force may recommend that the City negotiate several changes to the Management Agreement to clarify the scope of this body and improve its functioning.

Section 10 of the Management Agreement specifies that any capital expenditure greater than \$50,000 requires approval by the Joint Zoo Committee. While this threshold may have been appropriate in 1982, it's far too low today and requires Committee approval for nearly every capital improvement. The City and Zoological Society should raise this threshold and/or create flexibility for the threshold to change over time.

Under Mayor Gavin Newsom, two seats were added to the Joint Zoo Committee for animal welfare advisors. These seats were established in a memo and, to the best of the Recreation and Park Department's knowledge, are neither codified in the Management Agreement nor in local ordinance. These members serve in an advisory-only capacity and lack clearly defined roles and responsibilities in relation to the voting members. Their term lengths are also undefined. Future legislation or updates to the Management Agreement should codify these members' roles, either establishing them as full voting members of the Committee or clarifying their role as non-voting advisors.

Currently, Joint Zoo Committee meetings are clerked by a Zoo employee. The City should clarify whether a public meeting may be facilitated by a nonprofit entity and, if so, provide training and support to ensure that the Zoo and the Joint Zoo Committee comply with relevant public meeting and public records requirements.

The Management Agreement should also clarify whether the Joint Zoo Committee has a role in enforcing the Management Agreement, should the City or the Zoological Society be found to be out of compliance.

¹⁰³ San Francisco Zoo

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	8	15 maximum	Yes	
Appointing authority	Recreation and Park Commission, Zoological Society's Board of Directors	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	Not specified	3 years maximum	No	No changes
Term limits	None	Case-by-case ¹⁰⁴	N/A	
Qualifications	3 members from each appointing body	None required ¹⁰⁵	Yes	
Establishing authority	Management Agreement between the City and County of San Francisco and the San Francisco Zoological Society	Administrative Code	No	Align to template; establish body in Administrative Code
Sunset date	Upon termination of the Management Agreement	3 years	No	No changes
Budget approval authority	Yes; may disapprove the Zoo budget if it determines the management fee or other gross revenues are projected to be expended for purposes inconsistent with the Management Agreement. Also approves Zoo admission fee.	None	No	No changes

The Joint Zoo Committee should be incorporated into the Administrative Code for visibility purposes, though the language may need to be limited due to the involvement of the Zoo Board of Directors. Substantive changes to term lengths, sunset dates, or budget authority should not be made in the Administrative Code. The Committee is and should continue to be governed by the Management Agreement between the City and County of San Francisco and the San Francisco Zoological Society.

¹⁰⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁰⁵ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

19. Park, Recreation, And Open Space Advisory Committee (Recreation and Park Department)

Criteria-based outcome: Combine or eliminate
Notes: Criteria suggest eliminating and allowing either the Recreation and Park Commission or City staff to absorb functions.

Primary Department	RPD	Established	1988
Current Type	Advisory	Meetings (CY24)	9
Policy Area	Parks and Environment	Members (as of May 2025)	13 total seats 1 vacancy (8% vacancy rate)
Annual Cost (FY25)	\$25k ¹⁰⁶		

Acts as a liaison between the Recreation and Park Commission and the residents, neighborhood groups, and organizations dedicated to park and recreational issues in their districts ([Charter § 16.107](#); [Park Code § 13.01](#)).

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰⁷	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ¹⁰⁸	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	

¹⁰⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁰⁷ Recreation and Park Commission, Joint Zoo Committee

¹⁰⁸ The Recreation and Park Commission hears all major items that are brought before the PROSAC. Consider whether PROSAC's advisory/community liaison function could be eliminated or absorbed by the Recreation and Park Commission.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

This body was originally created under 1988's Proposition E "Open Space Program." The 23-member Park and Open Space Citizens Advisory Committee held public hearings September – February of each year for feedback on the use of Open Space funds.

In 2000, the body was renamed as the Park, Recreation and Open Space Advisory Committee (PROSAC), with an expanded scope and monthly meeting cadence. Today, PROSAC provides written comments to the department on its proposed plans (strategic, capital, operational), provides input on departmental acquisitions, conducts two public hearings related to the budget, liaises between the Recreation and Park Commission and residents, and reports quarterly to the Recreation and Park Commission on issues heard at PROSAC. These two bodies overlap substantially in terms of the topics that they review, but they play different roles with PROSAC providing initial community input/feedback and the Recreation and Park Commission acting as the department's governing body.

Advisory Committees should bring outside expertise that would otherwise be missing from government or create pathways for public involvement on an issue. Rec and Park has numerous pathways for the public to get involved in its decision-making. The department conducts extensive engagement around all capital projects and holds 2-3 public budget meetings for San Francisco residents to weigh in on department priorities before the budget goes to the Recreation and Park Commission. Rec and Park is also a field organization with over 1,000 employees working in parks, playgrounds, and open spaces throughout San Francisco. These employees interact with residents each and every day, listening to feedback and implementing changes/improvements on the spot. Most San Franciscans interact with the department through their local gardener, rec center staff, or maintenance worker. By contrast, there are typically few, or no public comments at PROSAC meetings.

PROSAC is established in both the Charter and the Park Code. Should the Task Force recommend eliminating PROSAC, this could only be accomplished through a voter-approved Charter amendment.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	13	15 maximum	Yes	
Appointing authority	Mayor, Board of Supervisors, and President of the Board of Supervisors	N/A	N/A	
Appointment confirmations	<u>Mayoral appointee:</u> None	No confirmations	No	Align to template; remove BOS confirmation process
	<u>Board appointees:</u> Appointments by individual members of the Board of Supervisors, including the Board President, are subject to approval by the full Board.			
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁰⁹	N/A	If re-authorized, adhere to 12 year (4 term) limit
Qualifications	None	None required ¹¹⁰	Yes	
Establishing authority	Charter, Park Code	Administrative Code	No	Align to template; add to Administrative Code
Sunset date	None	3 years	No	Align to template; add 3-year sunset date

The Task Force should consider eliminating PROSAC. However, should the Task Force choose to keep PROSAC, it should align the body to the advisory committee template by removing appointment confirmations, incorporating six term limits, requiring a written statement specifying why an appointee is qualified, and adding a 3-year sunset date. If the Task Force chooses to keep PROSAC, it should be removed from the Charter and incorporated into the Administrative Code for transparency and consistency purposes. There may be a cross-reference between the Park Code and Administrative Code. The Task Force should also remove a requirement that PROSAC must meet at City Hall (Park Code Sec. 13.01(d)(5)) and instead offer flexibility in meeting locations.

¹⁰⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹¹⁰ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

20. Recreation and Park Commission (Recreation and Park Commission)

Criteria-based outcome: Keep			
Notes: - Criteria provide no reason to eliminate - Consider absorbing PROSAC functions			
Primary Department	RPD	Established	1950 ¹¹¹
Current Type	Governance	Meetings (CY24)	13
Policy Area	Parks and Environment	Members (as of May 2025)	7 total seats 0 vacancies
Annual Cost (FY25)	\$ 896,614 ¹¹²		

Sets policies and directives for the Recreation and Park Department, which manages and directs all parks, playgrounds, recreation centers and all other recreation facilities, avenues, and grounds under the Commission's control or placed under its jurisdiction. The Commission has the power to lease or rent any stadium or recreation field under its jurisdiction for athletic contests, exhibitions, and other special events, and permit the lessee to charge an admission fee. ([Charter § 4.113.](#))

Evaluation Criteria:

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹¹³	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	Yes ¹¹⁴	Consider keeping and expanding scope

¹¹¹ The Recreation and Park Commission has existed in various forms since 1870. Prior to 1950, there were two Commissions, the Park Commission and the Playground Commission.

¹¹² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹¹³ Park, Recreation, and Open Space Advisory Committee; Joint Zoo Committee

¹¹⁴ The Recreation and Park Commission hears all major items that are brought before PROSAC. Consider whether PROSAC's advisory function could be eliminated or absorbed by the Recreation and Park Commission

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Recreation and Park Commission.

The Recreation and Park Commission is a mechanism of oversight and accountability for San Francisco's Recreation and Park Department, which has a budget of over \$250 million and employs over 1,100 employees (FTEs) for FY26. The Recreation and Park Commission meets regularly and oversees a large department maintaining over 3,400+ acres of recreational and open space throughout San Francisco.¹¹⁵ Combining it with another of the City's public bodies is not practical because there is no other body with overlapping functions.

¹¹⁵ The Board of Supervisors also has authority over Recreation and Park property

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	None; appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)	None ¹¹⁶	Yes	
Member removal	For cause	At will	No	Align to template; allow the Mayor to remove members at will
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; institute 3 term limits
Qualifications	None	None required ¹¹⁷	Yes	
Establishing authority	Charter	TBD	TBD	No changes; remain in Charter
Sunset date	None	None	Yes	
Hiring and Firing Authority	May nominate candidates for General Manager (GM) of the Recreation and Park Department to the Mayor; may remove the GM of its own initiative	Consultative responsibilities only	No	Align to template; consultative responsibilities only
Contract approval authority	Yes ¹¹⁸	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No role	No role	Yes	

¹¹⁶ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹¹⁷ Governance Commissions not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹¹⁸ Approved twenty contract and grant awards or amendments between August 2024 and July 2025

While the Task Force has not decided whether governance commissions should be established in the charter or the code, Parks and recreation facilities require long-term planning and investment, and the Recreation and Park Commission's placement in the City Charter helps ensure continuity and stability in their governance. As San Francisco's parks are often regarded as a public trust, Charter status reinforces this principle by requiring that any significant changes to how parks are managed be approved by the voters, rather than altered through ordinary legislation.



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

KEY INFORMATION ON PROPOSITION E PROCESS AND TIMELINE

In November 2024, voters approved Proposition E, which created the Commission Streamlining Task Force (“Task Force”). This group is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City’s appointive boards and commissions (“public bodies”) to make the government run better.

Task Force Recommendation Process

The Task Force will discuss and vote on initial recommendations in public meetings from **August through November 2025**. Approximately 1.5 weeks before each meeting, staff will post informational memos online that include criteria-based proposals for which bodies to keep, eliminate, or modify. The Task Force can clarify or modify any of its decisions at any time until **February 1, 2026**.

Task Force recommendations on bodies in the Charter or approved by voters can only be implemented by putting a Charter amendment on the ballot. The City Attorney will draft a Charter amendment based on the Task Force’s recommendations. The Board of Supervisors then must decide if they want to modify the Task Force’s proposed amendment and if they want to put the amendment on the ballot. Any changes to bodies in the Charter will only be final if the Board of Supervisors votes to place a measure on the ballot and the voters approve the measure on November 3, 2026.

Task Force recommendations on bodies in the Municipal Codes can be implemented by ordinance, without going to the ballot. The Task Force may direct the City Attorney to draft ordinances based on the Task Force’s recommendations that the Task Force can introduce at the Board of Supervisors at any time. These ordinances shall go into effect within 90 days unless rejected by a two-thirds vote of the Board of Supervisors (8 of 11 members).

Key Dates

- **Public meetings** where the Task Force will discuss public bodies by policy area:
 - **Sep 3:** Public Safety
 - **Sep 17:** Infrastructure, Climate, and Mobility
 - **Oct 1:** Housing and Economic Development
 - **Oct 15:** Public Health and Wellbeing
 - **Nov 5:** General Administration and Finance
- **By February 1, 2026:** Task Force will finalize recommendations and vote to approve its final report.
- **By March 1, 2026:** City Attorney’s Office will draft a Charter amendment based on the Task Force’s recommendations.
- **By April 1, 2026:** Board of Supervisors will hold a hearing on the Task Force’s final report and recommendations.
- **By July 2026:** Board of Supervisors will decide whether to place a Charter amendment on the November 2026 ballot.
- Task Force can introduce ordinances at the Board of Supervisors at any time, but likely not until **early 2026**



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Hannah Kohanzadeh, Principal Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: September 19, 2025

SUBJECT: Criteria-Based Outcomes and Associated Analysis for Housing and Economic Development Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss 31 housing and economic development bodies at its October 1st meeting. This memo provides information the Task Force may use to inform the recommendations for these policy bodies.

Staff applied a set of evaluation criteria to each body, which resulted in the "Criteria-Based Outcome" reported at the top of each section. For each body, this memo also provides an overview, a summary of relevant information and analysis, and the application of a template¹ where applicable. City departments, commissioners, and members of the public provided some contextual information that informs these sections.

After reviewing each body, **the application of evaluation criteria results in the recommendation to keep 16 bodies and combine or eliminate 15 bodies.**

¹ The Task Force created templates for advisory committees, governance commissions, and appeals boards with the goal of providing standards for each type of body. These templates may inform recommended changes to current bodies and the Task Force will determine how to memorialize these templates so that they may inform the creation of future bodies. The templates are available on the Task Force's website <https://www.sf.gov/commission-streamlining-task-force> under "Resources."

3 | Summary of Recommended Actions for Housing and Economic Development Bodies

Category	Evaluation Criteria ²	Outcome if Yes
1 Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
	1B. Does this body fulfil some function required by state or federal law?	Go to 1c
	1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or combining
	3B. Could these issues be addressed by applying templates?	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
	4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5B
	5B. Could those interests be adequately represented by some other body or City department?	Consider eliminating
If the answer is “no” to all criteria, consider keeping the body.		

At its October 1, 2025 meeting, the Task Force may vote to eliminate any or all of these bodies from the charter or code. If the Task Force recommends eliminating a body at the October 1st meeting, the City Attorney will prepare draft legislation removing it from the charter or code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

Comments pertaining to a specific body or bodies will be shared with Task Force members if emailed to commissionstreamlining@sfgov.org 24 hours prior to the Task Force meeting.

Decisions made by the Task Force will be memorialized in an updated “Decision Log” available in the “Resources” section of the Task Force’s website (<https://www.sf.gov/commission-streamlining-task-force>).

² Full evaluation criteria document is available @ https://media.api.sf.gov/documents/Evaluation_Criteria_-_amended_9.12.25.pdf

Version History

Version	Date	Description
1	09/19/2025	Original
2	09/22/2025	Updated two department assignments in the Summary of Recommended Actions table. Clarified language in the staff discussion for the SoMa Community Stabilization Fund Community Advisory Committee.
3	09/26/2025	Corrected count of bodies by recommendation on page 2. Added information about the Arts Commission's duties and future options for engagement around street artist licensing. Added split appointment details for Small Business Commission template alignment table. Aligned lifespan of the Citizens Committee on Community Development staff discussion to the summary table. Clarified membership figures and department size for the Rent Board Commission. Added details about future revenue projections for the SoMa Community Stabilization Fund Community Advisory Committee. Adjusted proposed Historic Preservation term limit to match template. Adjusted proposed Historic Preservation Commission term limit to match limit. Added detail about the Art Commission's activities and responsibilities. Clarified that eliminating the Streets Artists and Craftsmen Examiners Advisory Committee would not impact the Art Vendor license program.
4	10/01/2025	Clarified appointment practice and possible minimum number of seats for the Workforce Investment Board

Summary of Recommended Actions for Housing and Economic Development Bodies

Department		Name of Body	Criteria-Based Outcome	Notes	Recommended Type
Arts and Culture					
ART	Arts Commission	Arts Commission	Combine or eliminate	- Criteria suggest combining with other arts-related commissions, allowing the newly formed Arts Agency to absorb functions, or eliminating - May consider deferring decision pending guidance on the new agency structure	N/A
AAM	Asian Art Commission	Asian Art Commission	Keep	Legally required to exist	Governance
ECN	Office of Economic and Workforce Development	Film Commission	Combine or eliminate	- Criteria suggest eliminating or combining with the newly formed Arts Agency - May consider deferring decision pending guidance on the new agency structure	N/A
FAM	Fine Arts Museums	Fine Arts Museums Board of Trustees	Keep	Legally required to exist	Governance
LIB	Library	Library Commission	Keep	Criteria provide no reason to eliminate	No recommendation
ART	Arts Commission	Street Artists and Craftsmen Examiners Advisory Committee	Combine or eliminate	Criteria suggest eliminating or combining with new formed Arts Agency	N/A
WAR	War Memorial	War Memorial Board of Trustees	Keep	Legally required to exist	Governance
Building and Permitting					
DBI	Department of Building Inspection	Abatement Appeals Board	Combine	Criteria suggest combining with the Board of Appeals	N/A
DBI	Department of Building Inspection	Access Appeals Commission	Combine	Criteria suggest combining with the Board of Appeals	N/A
BOA	Board of Appeals	Board of Appeals	Keep	Criteria suggest keeping and absorbing other commissions	Appeals board

6 | Summary of Recommended Actions for Housing and Economic Development Bodies

DBI	Department of Building Inspection	Board of Examiners	Combine	Criteria suggest combining with the Board of Appeals	N/A
DBI	Department of Building Inspection	Building Inspection Commission	Keep	Criteria provide no reason to eliminate	No recommendation
DBI	Department of Building Inspection	Code Advisory Committee	Combine or eliminate	May consider eliminating or combining with the Structural Advisory Committee	N/A
DBI	Department of Building Inspection	Structural Advisory Committee	Combine or eliminate	Criteria suggest eliminating or combining with other public bodies that focus on building permits	N/A
Economic Development					
AIR	Airport	Airport Commission	Keep	Criteria provide no reason to eliminate	Governance
ECN	Office of Economic and Workforce Development	Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District	Keep	- Criteria provide no reason to eliminate - Legally necessary for the City to pursue downtown revitalization activities	Other
ADM	City Administrator's Office	Cannabis Oversight Committee	Keep	- Criteria suggest combining or eliminating, but the body is already sunseting in 2027 - May consider keeping but modifying as this body performs work no other body could perform	Advisory
ADM	City Administrator's Office	Entertainment Commission	Keep	- Criteria provide no reason to eliminate - Consider assigning appellate functions to Board of Appeals	No recommendation
ECN	Office of Economic and Workforce Development	Small Business Commission	Keep	- Criteria provide no reason to eliminate - May consider assigning sole responsibility for reviews of Legacy Business Registry applicants	No recommendation
Housing and Community Development					
MYR	Mayor's Office of Housing and Community Development	Citizens Committee on Community Development	Combine or eliminate	Fulfills a legal requirement, but the City could secure an alternative means of compliance	N/A

7 | Summary of Recommended Actions for Housing and Economic Development Bodies

CON	Controller's Office	Inclusionary Housing Technical Advisory Committee	Keep	Criteria provide no reason to eliminate	Advisory
RNT	Rent Board	Residential Rent Stabilization and Arbitration Board	Keep	- Criteria provide no reason to eliminate - Consider assigning appellate functions to Board of Appeals	No Recommendation
MYR	Mayor's Office of Housing and Community Development	SoMa Community Stabilization Fund Community Advisory Committee	Combine or eliminate	Criteria suggest combining with the South of Market Community Planning Advisory Committee (CPAC) or eliminating	N/A
Planning and Land Use					
CPC	City Planning	Bayview Hunters Point Citizens Advisory Committee	Combine or eliminate	Criteria suggest eliminating due to high vacancies and overlap with other public bodies	N/A
CPC	City Planning	Historic Preservation Commission	Combine or eliminate	Criteria suggest combining with the Planning Commission and/or transferring the function to preservation planners within the Planning Department	N/A
CPC	City Planning	Interagency Planning and Implementation Committee	Keep	- Criteria provide no reason to eliminate, but it should be. - Can be a staff working group passive meeting body and deleted from code to align with current practices	N/A
CPC	City Planning	Market and Octavia Community Advisory Committee	Combine or eliminate	Criteria suggest combining with other public bodies focused on planning/land use or eliminating	N/A
CPC	City Planning	Planning Commission	Keep	Criteria suggest keeping and potentially absorbing other commissions	Governance
CPC	City Planning	South of Market Community Planning Advisory Committee	Combine or eliminate	Criteria suggest combining with the SoMa Community Stabilization Fund Community Advisory Committee (CAC) or eliminating	N/A

8 | Summary of Recommended Actions for Housing and Economic Development Bodies

Workforce Development					
ECN	Office of Economic and Workforce Development	Committee on City Workforce Alignment	Keep	- Criteria provide no reason to eliminate - Could be a staff working group passive meeting body and deleted from code	Advisory
ECN	Office of Economic and Workforce Development	Workforce Investment Board	Keep	Legally required to exist	Advisory

Recommended Actions for Housing and Economic Development Bodies

Policy Area: Arts and Culture

1. [Arts Commission](#) (Arts Commission)

Criteria-based outcome: Combine or eliminate	
Notes: - Criteria suggest combining with other arts-related commissions, allowing the newly formed Arts Agency to absorb functions, or eliminating - May consider deferring decision pending guidance on the new agency structure	

Primary Department	ART	Established	1932
Current Type	Governance	Meetings (CY24)	12
Policy Area	Arts and Culture	Members (as of May 2025)	15 seats 2 vacancies (13%)
Annual Cost (FY25)	\$527,003 ³		

Encourages artistic awareness, participation, and expression; promotes education in the arts; and approves the design of all public structures and any private structures that extend on City property. The Commission also administers the Art Enrichment Ordinance ([Admin. Code § 3.19](#)); approves the design and location of all City works of art; maintains the City's public art collection; promotes neighborhood arts programs and City-owned cultural centers; administers Hotel Tax Allocations for the Cultural Equity Endowment, Cultural Centers, and Arts Impact Endowment; and administers the Street Artists Program ([Charter § 5.103](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	

³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁴	
		4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
		4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
		5B. Could those interests be adequately represented by some other body or City department?	N/A	

Staff Discussion:

The Arts Commission has an expansive scope and is responsible for overseeing and administering various policies and funds for public art. The body also oversees a City agency, also called the Arts Commission, that has a budget of \$24 million and at least 26 employees (FTEs).

The Charter requires that the Arts Commission approve the designs for all public structures, approve the design and location of all works of art, and administer all Board of Supervisors appropriations for the advancement of the visual, performing or literary arts. To conduct this work, the Arts Commission has a Civic Design Review Subcommittee, comprised of Commissioners that are architects and landscape architects, that reviews and approves the design for all buildings on City land. Other subcommittees review and approve new public art, and recent examples include the addition of murals to the City's slow streets and the acquisition of new art for SFO's exhibits. The Arts Commission also administers several funds, including the Public Artwork Trust Fund, which exclusively funds public art projects, and manages the City's civic art collection, similar to how a museum oversees its collection. The Arts Commission also approves all the Department's grants and contracts, including allocations for Grants for the Arts, Cultural Equity Endowment, Cultural Centers, Cultural Districts, and the Arts Impact Endowment (AIE). In FY25, this amounted to \$15 million awarded to 159 artists or arts nonprofits and 7 cultural centers.

The criteria give multiple potential outcomes: the Arts Commission could subsume the Film Commission and/or the Street Artists and Craftsmen Examiners Advisory Committee, the Arts Commission could be kept as-is, or the Arts Commission could be eliminated entirely while a new Arts Agency public body assumes its responsibilities. Any recommendation from the Task Force should account for the Art Commission's fiduciary responsibilities and create appropriate independent oversight of both the Public Art Trust and the City's civic art collection. Recommendations should also account for the Commission's civic design review responsibilities, which require expertise that Arts Commission staff do not have. One potential option is to explore having the Planning Department's City Design Team assume these responsibilities.

In the Fiscal Year 2025-2026 budget cycle, the Mayor combined the Arts Commission, the Film Commission (a division in the Office of Economic and Workforce Development), and Grants for the Arts (a division in the City Administrator's Office) into one Arts Agency. The consolidation will

⁴ Street Artists and Craftsmen Examiners Advisory Committee, Film Commission, Fine Arts Museums Board of Trustees, Asian Art Commission, War Memorial Board of Trustees.

significantly change how the City oversees arts functions, however, the proposal did not specify how the merger between the three departments/offices and two commissions should happen. As a result, the Task Force should consider the future of the Arts Commissions as part of a larger conversation about implementing the new Arts Agency.

Given these uncertainties, the Task Force could consider creating flexibility to facilitate restructuring. It may choose to defer decision-making, issue no recommendation, or direct staff and the City Attorney's Office to request an update from the Mayor's Office and Arts Commission leadership on restructuring and potentially revisit any recommendation for the Arts Commission further along in its process.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	15	15 maximum	5-7	Yes – Advisory
Appointing authority	Mayor	N/A	Mayor	Yes – both
Appointment confirmations	None, BOS may reject with 2/3 majority within 30 days.	None	None ⁵	Yes- Governance
Member removal	At will	At will	At will	Yes - both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ⁶	3 terms	No
Qualifications	11 members have specific arts qualifications, 4 do not. ⁷	None required ⁸	None required	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Sole authority to appoint and remove	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No role	N/A	No role	Yes - both

Because the future of the Arts Commission is uncertain given the creation of the new Arts Agency, it may not make sense for the Task Force to align the body to any template at this time. Alternatively, the Task Force may consider aligning the Arts Commission to either the governance commission or advisory committee template. Regardless of which template the Task Force chooses to apply, it may be appropriate to move the Arts Commission from the Charter to the Administrative Code to allow for future flexibility.

⁵ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁶ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁷ Eleven members shall be practicing arts professionals including two architects, a landscape architect, and representatives of the performing, visual, literary and media arts; and four members shall be lay members.

⁸ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

2. [Asian Art Commission](#) (Asian Art Museum)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	AAM	Established	1959
Current Type	Governance	Meetings (CY24)	4
Policy Area	Arts and Culture	Members (as of May 2025)	27 seats 4 vacancies (15%)
Annual Cost (FY25)	\$177,402 ⁹		

Develops and administers the Asian Art Museum of San Francisco. Includes controlling and managing the City and County's Asian art with the Avery Brundage Collection as the core collection, maintaining a charitable foundation for the purpose of developing the Asian Art Museum, managing an acquisition fund for Asian art objects, and establishing the Asian Art Museum as the outstanding center of Asian art and culture in the western world ([Charter §§ 5.102, 5.104](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ¹⁰	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹¹	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	

⁹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁰ This body must exist with members serving as fiduciaries of the trust (Requirement to oversee trust (Restatement (Third) of Trusts §2 (2003))).

¹¹ Fine Arts Museums Board of Trustees, War Memorial Board of Trustees, Arts Commission.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping
	Because the answer to all criteria is "no," the outcome is: consider keeping.			

Staff Discussion:

The Asian Art Museum of San Francisco, The Fine Arts Museums of San Francisco, and the War Memorial and Performing Arts Center are referred to in the Charter as the "charitable trust departments." Each of the public bodies overseeing those departments serves as a Board of Trustees for the trust associated with each charitable trust department. This means the Asian Art Commission has special fiduciary responsibilities for the Asian Art Museum. Staff consulted the City Attorney's Office around the possibility of combining the bodies overseeing these departments or creating distinct subcommittees for each department under the Arts Commission. However, the City Attorney's Office advised against this given the specific obligations each body has to its own trust and museum(s).

¹² Single funding source: Asian Art Museum trust. Narrow topic: Asian Art Museum.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	27	5-7	No	No change
Appointing authority	Mayor ¹³	Mayor	Yes	
Appointment confirmations	No confirmations ¹⁴	No confirmations ¹⁵	Yes	
Member removal	For cause	At will	No	Align to template; allow commissioners to be removed at will.
Term length	3 years	4 years	No	No change; 3-year term lengths aligned to museum nonprofit industry norms.
Term limits	None ¹⁶	3 terms	No	Partially align to template. Give Commission authority to determine term limits; give recommendation of a maximum of 12 years.
Qualifications	Knowledgeable about or experienced or interested in Asian art and culture	None required ¹⁷	Yes	
Establishing authority	Charter	TBD	TBD	No change
Sunset date	None	None	Yes	
Hiring and Firing Authority	Power to appoint and remove the Asian Art Museum director	Consultative responsibilities only	No	No change

¹³ Charter specifies that the Mayor shall solicit nominations from the Commission to fill vacancies.

¹⁴ Because it is not otherwise stated, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18).

¹⁵ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁶ While the Charter does not mention term limits, the Asian Art Museum website notes that “Commissioners serve a three-year term which may be renewed for a second consecutive term. Exceptional circumstances permit renewal for a third term.” <https://about.asianart.org/about-the-asian-art-museum/governance/governance-boards/>, accessed 9/4/2025.

¹⁷ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Contract approval authority	Has authority to approve contracts but rarely does (last contract was the café contract in 2023).	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No role	No role ¹⁸	Yes	

San Francisco’s Asian Arts Museum (AAM) and Fine Arts Museums (FAM) are unusual compared to other City departments in that the City owns the art collections and land while a nonprofit partner runs day-to-day operations are run by a nonprofit partner. Compared to the museum industry, this independence makes sense: in the U.S. the overwhelming majority of museums are managed by private nonprofit boards that oversee exhibitions, fundraising, and operations, while cities or counties, if they are involved at all, typically provide land, buildings, or funding for security and maintenance. What is rare is for a city to retain ownership of the collections themselves—a practice more common in the early 20th century among cities like Cleveland, St. Louis, Kansas City, and Chicago. San Francisco was an early adopter on the West Coast, with Los Angeles not establishing its municipal art museum until the 1960s. Today, the City’s financial support is focused entirely on caring for the museum buildings and art collections, covering costs such as security guards, building engineers, a portion of the Museum Director’s salary and supporting administrative roles, utilities, insurance, and capital infrastructure. The nonprofit, by contrast, funds the core mission-driven activities of a modern museum—curatorial staff, conservation, education, exhibitions, custodial services, and art handling. This division of responsibilities helps explain San Francisco’s distinctive governance model: the City provides land, buildings, collections, and core infrastructure, while the nonprofit partner manages programming and fundraising in line with national museum practice, avoiding the politicization of curatorial and operational decisions.

The Asian Art Commission must remain a governance body in order to provide oversight of the trust. However, given the unique fiduciary responsibilities and unique nature of both the body and the department, the Task Force should allow for exceptions to the governance commission template while still recommending a few changes.

1. The Task Force should **consider aligning member removal to the governance commission template** by allowing member removal at will by the Commission.

¹⁸ Exceptions if this is currently required by law

2. The Task Force should **consider partially aligning term limits to the governance commission template** by specifying that the Commission should set term limits but giving the Commission itself authority to determine appropriate term limits based on need.
3. **Some components should not conform to the template** due to the unique nature of the Asian Arts Museum and Commission.
 - a. The Task Force should recommend retaining 3-year term lengths, aligning with museum and nonprofit industry norms.
 - b. This Commission has 27 members while the template sets a limit of 5-7 members. Unlike other commissions, one of the primary roles of an Asian Art Commissioner is to support fundraising efforts. The Commission's website notes that "Commissioners and Trustees are requested to provide leadership support in raising and contributing funds. Commissioners and Trustees make personal financial commitments that are seen to be at or near the top of their capacity to give." Therefore, reducing the total number of Commissioners could significantly impact the Museum's fundraising efforts. Given that the body does not appear to struggle to meet quorum and meets at least quarterly (no meetings were cancelled in 2024), it does not make sense to reduce the number of members in order to align to the template.
 - c. Because the Asian Art commission has special fiduciary responsibilities, there may need to be **exceptions to the template** in order to insulate the body's operations from politics. This means the appointing process could remain as is, where the Commissioners nominate members for Mayoral appointments.
 - d. For similar reasons, the Commission should also retain hiring and firing authority over the director.

Given its unique fiduciary responsibilities, the Asian Art Commission should remain in the Charter rather than moving to the Administrative Code.

3. [Film Commission](#) (Office of Economic and Workforce Development)

Criteria-based outcome: Combine or Eliminate
Notes: - Criteria suggest eliminating or combining with the newly formed Arts Agency - May consider deferring decision pending guidance on the new agency structure

Primary Department	ECN	Established	1989
Current Type	Governance	Meetings (CY24)	8
Policy Area	Arts and Culture	Members (as of May 2025)	11 seats 0 vacancies (0%)

Promotes filmmaking in San Francisco and supports a wide range of productions, from student films to feature films and TV series. Handles permitting for all projects, ensures successful shoots, and supports productions of all budget sizes ([Administrative Code Chapter 57](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ¹⁹	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²⁰	
	5B. Could those interests be adequately represented by some other body or City department?	Yes ²¹	Consider combining or eliminating

¹⁹ Arts Commission

²⁰ Filmmaking in SF

²¹ The FilmSF office itself

Staff Discussion:

The evaluation criteria suggest that the Task Force should consider combining or eliminating the Film Commission. Its functions are narrow and largely advisory. Its primary activities involve advocacy, networking, and attending film festivals to represent the City's film industry. These functions supplement, but are not central to, the work of Film SF staff, who focus on permitting, incentives, and industry engagement. In practice, the Commission's work is limited: it approves only one recurring grant (the Film Space grant) and otherwise spends most of its time receiving updates on film statistics, festivals, and incentive programs. Public engagement is minimal, with just one to three commenters at meetings, usually from union representatives or local industry groups. While commissioners sometimes make introductions or attend festivals, these are largely ambassadorial functions. Staff have noted that commissioners act as "backup spokespeople" for the department, but this role is not necessary to the functioning of Film SF.

There are arguments for maintaining the Film Commission as a separate body. Film SF staff see value in their commission, noting that commissioners bring personal networks, union representation, and industry connections that can support the department's goals and advance San Francisco's economic development agenda. Commissioners have been active in advocating for changes to tax credit programs, in promoting the City at major festivals, and in advancing workforce development through their union affiliations. In this sense, the Commission provides a level of industry credibility and advocacy that complement Film SF's small staff. However, these contributions are largely informal and advisory, and the question remains whether they require a formal commission structure or could be achieved through an advisory committees or roles within a combined body.

In the Fiscal Year 2025-2026 budget cycle, the Mayor combined the Arts Commission, the Film Commission (a division in the Office of Economic and Workforce Development), and Grants for the Arts (a division in the City Administrator's Office) into one Arts Agency. However, the proposal did not specify how the merger between the three departments/offices and two commissions should be carried out. As a result, the future of the Film Commission must be considered as part of a larger conversation about implementing the new Arts Agency.

The consolidation will significantly change how commissions oversee arts functions. Several outcomes are possible: the Arts Commission could subsume the Film Commission and/or the Street Artists and Craftsmen Examiners Advisory Committee, or the Arts and Film Commissions could be eliminated entirely while the new Arts Agency assumes their responsibilities—potentially with a new governance commission or advisory body. Given these uncertainties, the Task Force could consider creating flexibility to facilitate restructuring. It may direct staff and the City Attorney's Office to request an update from the Mayor's Office and Arts Commission leadership on restructuring and potentially revisit any recommendation for the Film Commission further along in its process.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	11	15 maximum	5-7	Yes – Advisory
Appointing authority	Mayor	N/A	Mayor	Yes - Both
Appointment confirmations	None	None	None ²²	Yes – Both
Member removal	At will	At will	At will	Yes - Both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²³	3 terms	No
Qualifications	Professional experience in film, arts, media, or related fields ²⁴	None required ²⁵	None required ²⁴	Yes
Establishing authority	Administrative Code	Administrative Code	TBD	Yes – Advisory
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Firing authority ²⁶	N/A	Consultative responsibilities only	No
Contract approval authority	Limited ²⁷	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - Both

²² For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²³ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁴ At least six shall be San Francisco residents. All shall be “outstanding members of the community.” Commissioners may have experience in areas such as: Performing and Creative Arts, Production, Film or Sound Technology, Services and Facilities, Education, Presentation and Producing, or Interactive Multimedia

²⁵ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

²⁶ Administrative Code § 57.2(f) references Charter § 4.102(6), which states “the Mayor may recommend removal of a department head to the commission, and it shall be the commission's duty to act on the Mayor's recommendation by removing or retaining the department head within 30 days”

²⁷ The Film Commission only reviews one recurring grant: the San Francisco Film Commission Film Space (SFFCFS) grant. This grant supports nonprofit media organizations like SFFILM and BAVC Media that provide workspace and professional development for local filmmakers. According to Administrative Code § 57.5(a), the Executive Director (not the Commission) has authority to enter into use contracts with film companies for their productions.

The criteria-based outcome is to potentially combine or eliminate the Film Commission. However, if the Task Force chooses to keep the body, it may consider aligning it to either the governance commission or advisory committee template. The Commission is currently designated as a governance commission, but it may be more appropriate as an advisory committee given its narrow focus and current functions.

4. Fine Arts Museums Board of Trustees (Fine Arts Museums)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	FAM	Established	1972
Current Type	Governance	Meetings (CY24)	5
Policy Area	Arts and Culture	Members (as of May 2025)	7 seats 0 vacancies (0%)
Annual Cost (FY25)	\$18,347 ²⁸		

Oversees the Fine Arts Museums in San Francisco (the Legion of Honor and the DeYoung). Responsibilities include the protection and conservation of the assets of the Fine Arts Museums and setting the public course the Museums will follow. Assures that the Museums are open, accessible and vital contributors to the cultural life of the City and County, and that the Museums' programs bring art appreciation and education to all the people of the City and County ([Charter §§ 5.102, 5.105](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ²⁹	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ³⁰	Consider keeping
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	

²⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

²⁹ This body must exist with members serving as fiduciaries of the trust (Requirement to oversee trust (Restatement (Third) of Trusts §2 (2003))).

³⁰ Asian Art Commission, War Memorial Board of Trustees, Arts Commission.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ³¹	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping
	Because the answer to all criteria is "no," the outcome is: consider keeping.			

Staff Discussion:

The Asian Art Museum of San Francisco, The Fine Arts Museums of San Francisco and the War Memorial and Performing Arts Center are referred to in the Charter as the "charitable trust departments." Each of the public bodies overseeing those departments serves as a Board of Trustees for the trust associated with each charitable trust department. This means the Fine Arts Museums Board of Trustees has special fiduciary responsibilities. Staff consulted the City Attorney's Office around the possibility of combining the bodies overseeing these departments or creating distinct subcommittees for each museum under the Arts Commission. However, the City Attorney's Office advised against this given the specific obligations each body has to its own trust and museum(s).

³¹ Single funding source: Fine Arts Museums trust. Narrow topic: Fine Arts Museums.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7 ³² (62 maximum)	5-7	No	Partially align to template; reduce total number of seats.
Appointing authority	The Board of Trustees appoints its own members	Mayor	No	Partially align to template; Board of Trustees should nominate members and Mayor should appoint.
Appointment confirmations	None	No confirmations ³³	Yes	
Member removal	For cause	At will	No	Align to template; allow commissioners to be removed at will by Mayor
Term length	3 years	4 years	No	No change; 3-year term lengths aligned to museum nonprofit industry norms.
Term limits	None	3 terms	No	Partially align to template. Give Board of Trustees authority to determine term limits; give recommendation of a maximum of 12 years.
Qualifications	None required ³⁴	None required ³⁵	Yes	
Establishing authority	Charter	TBD	TBD	No change
Sunset date	None	None	Yes	

³² The Charter sets a maximum number of 62 members. The Board of Trustees may vote to set a different number of trustees at any time. Currently there are 7 seats.

³³ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

³⁴ Charter states that the Board shall “give due consideration to nominees who are broadly representative of the diverse communities of the City and County and knowledgeable in the fields of art and culture, as demonstrated by their experience, training, interest or philanthropic activity.”

³⁵ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Hiring and Firing Authority	Power to appoint and remove a director and such other executive and administrative positions as may be necessary.	Consultative responsibilities only	No	No change
Contract approval authority	None	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	None	No role ³⁶	Yes	

San Francisco’s Asian Arts Museum (AAM) and Fine Arts Museums (FAM) are unusual compared to other City departments in that the City owns the art collections and land while day-to-day operations are run by a nonprofit partner. Compared to the museum industry writ large, this independence makes sense: in the U.S. the overwhelming majority of museums are managed by private nonprofit boards that oversee exhibitions, fundraising, and operations, while cities or counties, if they are involved at all, typically provide land, buildings, or funding for security and maintenance. What is rare is for a city to retain ownership of the collections themselves—a practice more common in the early 20th century among cities like Cleveland, St. Louis, Kansas City, and Chicago. San Francisco was an early adopter on the West Coast, with Los Angeles not establishing its municipal art museum until the 1960s. Today, the City’s financial support is focused entirely on caring for the museum buildings and art collections, covering costs such as security guards, building engineers, a portion of the Museum Director’s salary and supporting administrative roles, utilities, insurance, and capital infrastructure. The nonprofit, by contrast, funds the core mission-driven activities of a modern museum—curatorial staff, conservation, education, exhibitions, custodial services, and art handling. This division of responsibilities helps explain San Francisco’s distinctive governance model: the City provides land, buildings, collections, and core infrastructure, while the nonprofit partner manages programming and fundraising in line with national museum practice, avoiding the politicization of curatorial and operational decisions.

The Fine Arts Museums Board of Trustees must remain a governance body in order to provide oversight of the trust. However, given the unique fiduciary responsibilities and unique nature of both the body and the department, the Task Force should allow for exceptions to the governance commission template while still recommending a few changes.

³⁶ Exceptions if this is currently required by law

1. The Task Force should consider **aligning** the FAM Board of Trustees to the governance commission template by allowing **members to be removed at will** by the appointing authority.
2. The Task Force should consider **partially aligning** the FAM Board of Trustees to the governance commission template by:
 - a. Specifying that the Board of Trustees should set **term limits** but giving the Board of Trustees itself authority to determine appropriate term limits based on need.
 - b. **Change appointing authority process** by having the Mayor be the appointing authority but asking the Board of Trustees to nominate members for the Mayor to appoint. This partially aligns to the template and aligns with the Asian Art Museum's process. It makes sense for the Board of Trustees to nominate members for the Mayor to appoint because the role and purpose of museum boards differ from that of governance commissions. The Fine Arts Museums require board members to be a mix of experts, fundraisers, and collectors, and the existing Board members have the knowledge, connections, and expertise to nominate new members with these qualities.
3. **Some components should not conform to the template** due to the unique nature of the Fine Arts Museum.
 - a. The Task Force should recommend retaining 3-year term lengths, aligning with museum and nonprofit industry norms.
 - b. The Board of Trustees has 7 current members, as set by the Board itself, but the Charter specifies it may have a maximum of 62 members. Unlike other commissions, one of the primary roles of a Fine Arts Museum board member is to support fundraising efforts. Currently, the Fine Arts Museums also has two nonprofit organizations to manage the endowment fund and support fundraising for the museums, both of which have more expansive Boards. The Task Force should recommend reducing the number of trustees in the Charter, but direct staff to work with the Fine Arts Museums department and City Attorney to determine an appropriate cap.
 - c. The Task Force may choose to allow the Board of Trustees to retain hiring and firing authority over their director and executives. Having the Board retain this power may help insulate the body's operations from political pressures so that it may retain independent long-term oversight of the trust, collections, and buildings. Additionally, only a portion of the FAM Director's salary is paid by the City, while the remainder comes from the associated nonprofits, whose boards also manage the search process when hiring a new director. Having Mayor-appointed Board of Trustee members making hiring and firing decisions may be a balanced approach to protecting the interests of the Museums and the City.

Given its unique fiduciary responsibilities, the Asian Art Commission should remain in the Charter rather than moving to the Administrative Code.

Finally, the Task Force should recommend changing some Charter language beyond aligning the Board of Trustees to the template. The charter specifies that "a quorum of the Board shall consist of one-third of the number of trustees in office at the time." The Task Force should recommend removing this section in order to align quorum to other Boards and Commissions per Charter § 4.104b which defines quorum as "the presence of a majority of the members."

5. [Library Commission](#) (Library)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	LIB	Established	1878
Current Type	Governance	Meetings (CY24)	12 meetings
Policy Area	Arts and Culture	Members (as of May 2025)	7 seats 0 vacancies
Annual Cost (FY25)	\$326,576 ³⁷		

Oversees the San Francisco Public Library system, which includes the Main Library, 27 neighborhood branch libraries, and a bookmobile service. Sets policy, provides strategic direction for the department, and approves the Library's budget ([Charter § 8.102](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>			

³⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Library Commission. The commission oversees the Library Department, which has a budget of \$194 million and over 700 employees (FTEs) for FY26. Typically, 4-5 public commenters speak at each meeting. The Commission tracks performance metrics, such as resident satisfaction with library services, and provides feedback on major initiatives like the racial equity action plan. Other cultural institutions (e.g., Arts Commission, Recreation & Park Commission) also have commissions, and keeping the Library Commission ensures that the public continues to have a venue for engagement on other civic amenities.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Governance
Appointment confirmations	None	None	None ³⁸	Yes - Both
Member removal	At will	At will	At will	Yes - Both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ³⁹	3 terms	No
Qualifications	None	None required ⁴⁰	None required ³⁹	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes - Governance
Hiring and firing authority	The Commission may nominate qualified candidates for the role of City Librarian. The Commission may remove the City Librarian on its own initiative. ⁴¹	N/A	Consultative responsibilities only	No
Contract approval authority	No ⁴²	N/A	Retain status quo	Yes - Both
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No role	No role ⁴³	No role	Yes - Both

The Task Force may consider aligning the Library Commission to either the governance commission or advisory committee template. The Library Commission currently acts as a governance body overseeing the Library Department and approving its \$194 million budget. The

³⁸ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

³⁹ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴⁰ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁴¹ The Library Commission does not evaluate the performance of the City Librarian. The Mayor's Office handles the City Librarian's performance management.

⁴² The commission does not approve contracts but does approve sole source grants, typically one per year

⁴³ Exceptions if this is currently required by law

Commission also plays an advisory role, hearing informational updates from staff and providing feedback and direction. A review of recent (CY25) meeting agendas shows that, apart from approving the department's budget, the Commission mostly hears informational updates. This limited governing role suggests it may be more appropriate to designate the Library Commission as an advisory committee rather than a governance body, since most of its activities involve receiving reports, tracking outcomes, and advising staff.

6. [Street Artists and Craftsmen Examiners Advisory Committee](#) (Arts Commission)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest eliminating or combining with newly formed Arts Agency

Primary Department	ART	Established	1983
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Arts and Culture	Members (as of May 2025)	5 seats 0 vacancies (0%)
Annual Cost (FY25)	\$16,119 ⁴⁴		

Advises the Arts Commission on the certification of artists to sell their work in designated spaces, including street vending locations throughout San Francisco ([Police Code § 2400](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁴⁵	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁴⁶	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider combining or eliminating

⁴⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁴⁵ Arts Commission

⁴⁶ Street art vending

Staff Discussion:

The legislation establishing the Street Artists and Craftsmen Examiners Advisory Committee was a response to a hostile relationship between police and street artists in the 1970s. The legislation's original intent was to move licensing for street artists out of the Police Department and included the creation of the Advisory Committee to review and approve these new Art Vendor license applications. However, recent changes in State and local law have rendered this license obsolete. In 2018, California's Safe Sidewalk Vending Act invalidated some provisions of the Street Artist License, making it inconsistent with state law. In 2020, the City also created a new street vending license program that the Department of Public Works (DPW) administers. As a result, the Art Vendor license now directly conflicts with the City's updated DPW street vending license program. The Arts Commission has already begun working with the City Attorney's Office to draft legislation to bring the authorizing legislation into compliance with State law.

This information suggests that the Advisory Committee has outlived its useful purpose. While the Arts Commission and City Attorney's Office revise the license program, the City may continue to issue these licenses or the future iterations of these licenses through a process that does not include the approval of the Advisory Committee. If the City would like to continue public engagement around administering street vending licenses, either DPW, the new Arts Agency, or the new Arts Agency potential public body can conduct this engagement.

Despite these upcoming changes to the licensing program, the City has not yet eliminated the Street Artists and Craftsmen Examiners Advisory Committee. Because its creation was voter-approved, a new ballot measure is required to amend or remove it. The Commission Streamlining work provides an opportunity to remove this body that now has limited use and The Task Force should recommend eliminating it.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	5	15 maximum	Yes	
Appointing authority	Mayor; Arts Commission provides nominees.	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	No	
Term limits	None	Case-by-case ⁴⁷	No	
Qualifications	4 artists and 1 art educator	None required ⁴⁸	Yes	
Establishing authority	Police Code	Administrative Code	No	
Sunset date	None	3 years	No	

Because the Street Artists and Craftsmen Examiners Advisory Committee should be eliminated, and the Arts Commission is working to develop legislation to remove the body from Code, staff do not propose any changes to the body based on the application of the advisory committee template.

⁴⁷ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴⁸ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

7. [War Memorial Board of Trustees](#) (War Memorial)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	WAR	Established	1921
Current Type	Governance	Meetings (CY24)	11
Policy Area	Arts and Culture	Members (as of May 2025)	11 seats 0 vacancies (0%)
Annual Cost (FY25)	\$256,903 ⁴⁹		

Oversees the construction, administration, management, superintendence, and operation of the San Francisco War Memorial and Performing Arts Center. The War Memorial Board of Trustees has jurisdiction over the War Memorial Opera House, War Memorial Veterans Building, the Louise M. Davies Symphony Hall, and Harold L. Zellerbach Rehearsal Hall ([Charter §§ 5.106](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ⁵⁰	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁵¹	Consider keeping
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵²	

⁴⁹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁵⁰ This body must exist with members serving as fiduciaries of the trust (Requirement to oversee trust (Restatement (Third) of Trusts §2 (2003))).

⁵¹ Asian Art Commission, Fine Arts Museums Board of Trustees, Arts Commission.

⁵² Single funding source: War Memorial trust. Narrow topic: War Memorial and associated buildings.

5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>		

Staff Discussion:

The Asian Art Museum of San Francisco, The Fine Arts Museums of San Francisco and the War Memorial and Performing Arts Center are referred to in the Charter as the "charitable trust departments." Each of the public bodies overseeing those departments serves as a Board of Trustees for the trust associated with each charitable trust department. This means that the War Memorial Board of Trustees oversees the trust associated with the War Memorial and Performing Arts Center and has special fiduciary responsibilities as a result. Staff consulted the City Attorney's Office around the possibility of combining the bodies overseeing these departments or creating distinct subcommittees for each entity under the Arts Commission. However, the City Attorney's Office advised against this given the specific obligations each body has to its own trust.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	11	5-7	No	No change
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	None	No confirmations ⁵³	Yes	
Member removal	For cause	At will	No	Align to template; allow commissioners to be removed at will.
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Partially align to template. Give Board of Trustees authority to determine term limits; give recommendation of a maximum of 12 years.
Qualifications	None required ⁵⁴	None required ⁵⁵	Yes	
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	Power to appoint and remove a director	Consultative responsibilities only	No	Align to template; remove hiring and firing authority.
Contract approval authority	Board approves "large contracts" ⁵⁶	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	

⁵³ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁵⁴ Charter states that the Mayor shall give due consideration to veterans and others who have a special interest in the purposes for which the Center exists.

⁵⁵ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁵⁶ No specifics provided on thresholds for contracts. Examples include the Memorandum of Understanding with the Foundation; the exclusive concessionaire agreement for the campus, and booking of the Green Room and the Herbst Theatre to the War Memorial.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Employee discipline authority	None	No role ⁵⁷	Yes	

The War Memorial Board of Trustees must remain a governance body in order to provide oversight of the trust. However, given the unique fiduciary responsibilities and unique nature of both the body and the department, the Task Force should allow for exceptions to the governance commission template while still recommending a few changes.

1. The Task Force should **consider aligning member removal to the governance commission template** in two ways. First, by making members removable at-will rather than only for cause. Second, since the War Memorial is primarily responsible for managing facilities rather than collections, it operates more like other City departments, making it appropriate for the Mayor—not the Board of Trustees—to appoint the department head. In this respect, WAR should be aligned to the standard governance commission template, unlike Fine Arts and Asian Art museums, which warrant exceptions due to their nonprofit-led collections management and fundraising roles.
2. The Task Force should **consider partially aligning term limits to the governance commission template** by specifying that the Board of Trustees should set term limits but giving the Board of Trustees itself the authority to determine appropriate term limits based on need.
3. **Some components should not conform to the template** due to the unique nature of the War Memorial.
 - a. The Board has 11 members while the template sets a limit of 5-7 members. Unlike other commissions, one of the primary roles of the Board of Trustees is to support fundraising efforts. Therefore, reducing the total number of members could significantly impact the War Memorial’s fundraising efforts. Given that the body does not appear to struggle to meet quorum and met 11 times in calendar year 2024, it does not make sense to reduce the number of members in order to align to the template.

⁵⁷ Exceptions if this is currently required by law

Policy Area: Building and Permitting

8. Abatement Appeals Board (Department of Building Inspection)

Criteria-based outcome: Combine
Notes: Criteria suggest combining with the Board of Appeals

Primary Department	DBI	Established	1994
Current Type	Regulatory	Meetings (CY24)	12
Policy Area	Building and Permitting	Members (as of May 2025)	7 seats 1 vacancy (14%)
Annual Cost (FY25)	\$61,393 ⁵⁸		

Hears and decides appeals when property owners challenge Department of Building Inspection (DBI) actions, such as orders to fix unresolved building code violations or disputed final assessment bills ([Charter § D3.750-5](#), [Building Code § 105A.2](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes ⁵⁹	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ⁶⁰	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁶¹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁶²	Consider combining or eliminating

⁵⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁵⁹ Cal. Building Code Section 1.8.8.3 and Health & Safety Code Section 17920.5; May be combined with another body, or the Board of Supervisors may handle appeals.

⁶⁰ Board of Appeals if scope expands.

⁶¹ Building Inspection Commission, Structural Advisory Committee, Code Advisory Committee, Access Appeals Board, and Board of Examiners.

⁶² Board of Appeals if scope expands.

4C. Could this body reasonably take on the work of others in its policy area?		No	
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁶³
		5B. Could those interests be adequately represented by some other body or City department?	Yes ⁶⁴ Consider combining or eliminating

Staff Discussion:

The Abatement Appeals Board (AAB)'s primary role is to hear appeals of abatement orders issued by the Department of Building Inspection (DBI) after a public hearing. It may uphold, modify, or reverse DBI's orders, and in certain circumstances, grant moratoria to property owners based on financial hardship or risk of displacement. The Building Inspection Commission (BIC), DBI's governing body, sits as the AAB. The Task Force has previously emphasized that appeals bodies should be independent from the City departments whose decisions they review. In the case of the Abatement Appeals Board, this separation is important because DBI both issues permits and enforces code compliance, and allowing DBI-related appeals to be heard by a body tied too closely to the department risks blurring the lines between enforcement and adjudication.

The evaluation criteria support potentially combining the AAB with the Board of Appeals (BOA), which also focuses on building and permitting appeals. In practice, there is overlap between the work of the AAB and the BOA. Property owners often must obtain permits from DBI and/or the Planning Department in order to address building code violations. As a result, similar or related issues may be appealed to different bodies depending only on which department issued the notice of violation: DBI abatement appeals issues go to the AAB, while Planning abatement appeals issues go to the BOA.

This creates an inefficient, duplicative system where two different boards review the same types of matters. The BOA already has the expertise and legal authority to consider complex building, housing, and permitting appeals. By consolidating these functions, the City could simplify the appeals process for property owners, reduce administrative burdens, and ensure greater consistency in outcomes. For these reasons, the Task Force should recommend creating a single forum for such appeals by combining the AAB with the BOA.

The AAB has unique authority to grant moratoria in limited circumstances, including cases of financial hardship for owner-occupants (Building Code § 105A.2.8.3) and situations where strict enforcement could displace low- and moderate-income tenants (Building Code § 105A.2.8.4). These powers reflect important policy goals of protecting vulnerable homeowners and preserving affordable housing. If the AAB's functions are consolidated into the BOA, it will be essential to ensure that these protections are preserved and carried forward, so that efficiency and consistency in the appeals process are achieved without sacrificing equity and housing stability.

⁶³ Narrow topic: Orders of abatement (building code violations).

⁶⁴ Board of Appeals if scope expands.

Possible Application of Appeals Boards Template:

Template component	Current State	Appeals Board Template	Currently Aligned?	Proposal
Number of Members	7	3-7	Yes	
Appointing authority	Building Inspection Commission	N/A ⁶⁵	N/A	N/A
Appointment confirmations	None	N/A ⁶³	N/A	N/A
Member removal	For cause ⁶⁶	Members are “removable” - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	No	Align to template; removal requires cause but specific threshold TBD by Task Force
Term length	2 years	4 years	No	No changes
Term limits	None	3 terms	No	No changes
Qualifications	Members of the Building Inspection Commission	Qualifications required; determined by authorizing legislation	Yes	
Establishing authority	Charter and Building Code	TBD	No	None
Sunset date	None	None Evaluate workload/purpose every 5 years.	Yes	
Policymaking	None	No authority to set policy. May provide recommendations.	Yes	

If the Task Force decides to keep the Abatement Appeals Board (AAB) as a separate body rather than combining it with the Board of Appeals, no changes should be made to its term lengths or limits. Because the Building Inspection Commission also serves as the AAB, the commissioners’ existing terms and limits should continue to apply, and the AAB should follow those rules.

⁶⁵ Task Force Members determined that no changes should be made to current bodies around appointing authority and appointment confirmations. They deferred decision-making on whether they would recommend an appointing authority and appointment confirmation approach for future bodies.

⁶⁶ The members of the Building Inspection Commission serve as members of the Abatement Appeals Board. BIC commissioners can only be removed for cause.

9. [Access Appeals Commission](#) (Department of Building Inspection)

Criteria-based outcome: Combine
Notes: Criteria suggest combining with the Board of Appeals

Primary Department	DBI	Established	1995
Current Type	Regulatory	Meetings (CY24)	5
Policy Area	Building and Permitting	Members (as of May 2025)	5 seats 0 vacancies (0%)
Annual Cost (FY25)	\$24,057 ⁶⁷		

Conducts hearings on the Department of Building Inspection's (DBI) interpretations of disability access regulations and enforcement ([Charter Sec. D3.750-5](#), [Building Code § 105A.3](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	Consider combining or eliminating
	1B. Does this body fulfil some function required by state or federal law?	Yes ⁶⁸	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ⁶⁹	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁷⁰	Consider combining or eliminating
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁷¹	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁷²	

⁶⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁶⁸ Cal. Health and Safety Code section 19957.5.

⁶⁹ May be combined with another body, but membership qualifications are constrained (two members must have disabilities, two members must be experienced in construction, and one member must be a member of the public).

⁷⁰ Building Inspection Commission, Structural Advisory Committee, Code Advisory Committee, and Board of Examiners.

⁷¹ See prior note

⁷² Narrow topic: Disability access regulations and enforcement.

5B. Could those interests be adequately represented by some other body or City department?

Yes⁷³

Consider combining or eliminating

Staff Discussion:

The evaluation criteria support potentially combining the Access Appeals Commission with the Board of Appeals, which also focuses on building and permitting appeals. The Task Force has previously emphasized that appeals bodies should be independent from the City departments whose decisions they review. This is especially important for the Access Appeals Commission, since it hears appeals of DBI's enforcement of disability access and adaptability requirements. Keeping the appeals function separate from DBI helps ensure neutrality in decisions that directly affect accessibility rights and compliance with state law.

The Access Appeals Commission (AAC) has a distinct role under state law (California Health and Safety Code § 19957.5) to hear appeals related to disability access requirements and to make determinations on issues such as equivalent facilitation, technical infeasibility, and hardship extensions. The AAC's membership requirements are specialized and required under state statute: two members must be persons with physical disabilities, two must have construction expertise, and one must be a public member.

In practice, the AAC has not functioned as an active or effective forum. It was expected to play a role in the Accessible Business Entrance (ABE) Program, which required property owners to bring primary entrances into compliance with disability access standards. That program, however, sunset earlier this year, leaving the AAC with little substantive work. Furthermore, although the AAC is scheduled to meet twice a month, its meetings are often cancelled; between January 2024 and August 2025, the Commission met only five times.⁷⁴ Given this limited activity, the AAC's existence as a separate body may no longer be justified.

Consolidating its functions into the Board of Appeals (BOA) would streamline the City's appeals system, reduce administrative overhead, and place disability access appeals in a forum that already handles a wide range of complex code enforcement issues. The BOA has demonstrated capacity to handle diverse appeals, and consolidation could create a more consistent process for property owners and the public while also creating greater consistency in appeals outcomes.

If accessibility appeals are transferred to the BOA, the BOA would need to meet state membership requirements, which adds complexity given the small number of such cases. Rather than changing the BOA's membership, the most effective solution is to establish a standing Access Appeals Subcommittee under the BOA, composed of separate individuals who meet the state's membership requirements and convene only as needed to hear accessibility challenges. While this still means a separate body, being associated with the BOA rather than DBI would create separation between the appeals function and the department being appealed.

⁷³ Board of Appeals if scope expands.

⁷⁴ Access Appeals Commission Regular Meetings and Submittal Dates, Dept. of Building Inspection, <https://www.sf.gov/file/access-appeals-commission-2025-calendar>, Accessed Sept. 4, 2025.

Access Appeals Commission Past Events, <https://www.sf.gov/departments--access-appeals-commission/events/past>, Accessed Sept. 4, 2025.

Possible Application of Appeals Boards Template:

Template component	Current State	Appeals Board Template	Currently Aligned?	Proposal
Number of Members	5	3-7	Yes	
Appointing authority	Building Inspection Commission	N/A ⁷⁵	N/A	N/A
Appointment confirmations	None	N/A ⁷²	N/A	N/A
Member removal	At will	Members are “removeable” - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	No	Align to template; removal requires cause but specific threshold TBD by Task Force
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; 3 terms
Qualifications	Two people with a physical disability, two people with experience in construction, and one member of the public ⁷⁶	Qualifications required; determined by authorizing legislation	Yes	
Establishing authority	Charter and Building Code	TBD	No	None
Sunset date	None	None Evaluate workload/purpose every 5 years.	Yes	
Policymaking	None	No authority to set policy. May provide recommendations.	Yes	

To align with the appeals board template, the Access Appeals Commission’s (AAC) term lengths and term limits should be modified. If the AAC is retained and associated with the Board of Appeals rather than DBI, the Task Force could consider requiring the one public seat to be filled by a member of the BOA itself, rather than another individual.

⁷⁵ Task Force Members determined that no changes should be made to current bodies around appointing authority and appointment confirmations. They deferred decision-making on whether they would recommend an appointing authority and appointment confirmation approach for future bodies.

⁷⁶ Cal. Health and Safety Code section 19957.5.

Regardless of the consolidation decision, Building Code § 105A.3.10, *Notice to Mayor's Office of Disability*, should be updated to reflect that on April 1, 2025, the Mayor's Office on Disability (MOD) moved to the SF Human Services Agency (HSA)'s Department of Disability and Aging Services and was renamed the San Francisco Office on Disability and Accessibility (ODA).⁷⁷

⁷⁷ <https://www.sfhhsa.org/office-disability-and-accessibility>

10. [Board of Appeals](#) (Board of Appeals)

Criteria-based outcome: Keep
Notes: Criteria suggest keeping and absorbing other commissions

Primary Department	BOA	Established	1932
Current Type	Regulatory	Meetings (CY24)	26
Policy Area	Building and Permitting	Members (as of May 2025)	5 seats 0 vacancies (0%)
Annual Cost (FY25)	\$915,396 ⁷⁸		

Hears and decides appeals of departmental decisions involving the grant, denial, suspension, or revocation of permits, licenses, variances, zoning administrator determinations, and other use entitlements by various commissions, departments, bureaus, agencies, and officers of the City ([Charter § 4.106](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfil some function required by state or federal law?	Yes ⁷⁹	Keep
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ⁸⁰	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁸¹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁸²	Consider combining or eliminating

⁷⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁷⁹ California Health & Safety Code §§ 17920.5, 17920.6, 17925

⁸⁰ The Board of Supervisors or another body could fulfill the State Housing Law required function of a local appeals board or housing appeals board in the City.

⁸¹ Abatement Appeals Board, Access Appeals Commission, Board of Examiners, and Residential Rent Stabilization and Arbitration Board

⁸² See prior note

		4C. Could this body reasonably take on the work of others in its policy area?	Yes ⁸³	Keep and consider expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
		5B. Could those interests be adequately represented by some other body or City department?	No	

Staff Discussion:

The Board of Appeals (BOA) is a long-standing City body that fulfills state requirements and functions as a general-purpose appeals forum that allows members of the public to seek review of administrative decisions made by various City departments. The Board of Appeals provides a single point of access for appeals across multiple subject areas and has procedures in place for conducting hearings and issuing final determinations.

The evaluation criteria support a potential consideration of whether the Board of Appeals' scope could be expanded to include other specialized bodies that also hear appeals. These include the Abatement Appeals Board, which hears appeals of building code abatement orders; the Access Appeals Commission, which hears appeals on disability access and adaptability issues as required by state law; and the Board of Examiners, which evaluates whether new construction methods, materials, or systems meet safety standards under the City's construction codes. Each of these bodies addresses appeals related to housing, building, or permitting, and their subject matter often overlaps with issues already reviewed by the Board of Appeals.

Maintaining the Board of Appeals while consolidating these other functions could result in a single appeals body for a broad range of housing, building, and permitting matters. This approach could reduce the number of separate appeals tracks, simplify the process for appellants, and bring greater consistency to decisions. At the same time, any consolidation would need to account for existing legal and policy requirements. For example, the Access Appeals Commission has specific membership requirements under state law to ensure representation of people with disabilities and construction experts. If its functions were transferred, the Board of Appeals would need to find a way to comply with these requirements. Similarly, the unique powers of the Abatement Appeals Board, such as granting moratoria in certain circumstances, would need to be preserved if its functions were subsumed.

The Task Force may therefore consider the Board of Appeals as a candidate for serving as the City's primary appeals body while evaluating how best to incorporate the statutory and policy requirements of the other commissions. This option would maintain the Board of Appeals as the City's general forum for administrative appeals and potentially broaden its scope to cover a wider range of cases, while still recognizing the need to preserve specialized expertise and legal compliance in the appeals process. Depending on case volume, this may require the BOA to hire one more legal assistant.

⁸³ See prior note

Possible Application of Appeals Boards Template:

Template component	Current State	Appeals Board Template	Currently Aligned?	Proposal
Number of Members	5	3-7	Yes	
Appointing authority	Mayor (3 seats) and Board of Supervisors President (2 seats)	N/A ⁸⁴	N/A	N/A
Appointment confirmations	Appointments take effect upon Board of Supervisors approval or automatically after 60 days if no action is taken	N/A ⁸¹	N/A	N/A
Member removal	For cause	Members are “removable” - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	No	Align to template; removal requires cause but specific threshold TBD by Task Force
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; 3 terms
Qualifications	None	Qualifications required; determined by authorizing legislation	No	Align to template; add qualifications
Establishing authority	Charter	TBD	No	No change
Sunset date	None	None Evaluate workload/purpose every 5 years.	Yes	
Policymaking	None	No authority to set policy. May provide recommendations.	Yes	

Three elements of the Board of Appeals should be aligned with the Appeals Body template: member removal, member qualifications, and term limits. Members of appeals boards should not serve at will because their quasi-judicial role requires independence and protection

⁸⁴ Task Force Members determined that no changes should be made to current bodies around appointing authority and appointment confirmations. They deferred decision-making on whether they would recommend an appointing authority and appointment confirmation approach for future bodies.

against arbitrary removal to preserve fairness and neutrality in decision-making; the Task Force will decide on specific thresholds for Appeals Board removals later in its process. Finally, potential qualifications could include general legal and construction expertise.

11. [Board of Examiners](#) (Department of Building Inspection)

Criteria-based outcome: Combine
Notes: Criteria suggest combining with the Board of Appeals

Primary Department	DBI	Established	Unknown
Current Type	Regulatory	Meetings (CY24)	0
Policy Area	Building and Permitting	Members (as of May 2025)	13 seats 1 vacancy (8%)
Annual Cost (FY25)	\$6,238 ⁸⁵		

Reviews and approves new construction materials and methods, considers variances from building code requirements, provides code interpretations, and hears appeals of abatement orders involving construction safety or technical code questions ([Charter Sec. D3.750-5](#), [Building Code § 105A.1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes ⁸⁶	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ⁸⁷	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Yes	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Yes ⁸⁸	Consider combining or modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	
	3B. Could these issues be addressed by applying templates?	No	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁸⁹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁹⁰	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	

⁸⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁸⁶ Cal. Building Code Section 1.8.8.

⁸⁷ May be combined with another body, or the Board of Supervisors may handle appeals.

⁸⁸ Legally required functions.

⁸⁹ Building Inspection Commission, Structural Advisory Committee, Code Advisory Committee, and Access Appeals Board.

⁹⁰ See prior note

5B. Could those interests be adequately represented by some other body or City department?

Yes

Staff Discussion:

The evaluation criteria support combining the Board of Examiners (BOE) with the Board of Appeals (BOA), which already hears a wide range of building- and permitting-related appeals. The Task Force has previously emphasized that appeals bodies should be independent from the City departments whose decisions they review. In the case of the Board of Examiners, this separation is important because DBI both issues abatement orders and rules on equivalency requests, and allowing DBI-related appeals to be heard by a body tied too closely to the department risks undermining neutrality and public confidence in the appeals process.

The BOE determines whether new construction materials and methods meet the City's safety standards, recommending variances from building code requirements, and hearing appeals of abatement orders when construction safety issues are involved. When a project cannot meet building code requirements, an applicant may propose an alternative approach they believe provides an equivalent level of safety. Department of Building Inspection (DBI) staff may either approve or deny this equivalency. If DBI denies the request and the applicant disagrees, the applicant may appeal the decision to the BOE. In practice, however, the BOE has had little activity; it did not meet at all during FY 2024. This raises questions about whether maintaining it as a separate body is justified.

California Building Code § 1.8.8.1 requires all jurisdictions to provide an independent process for hearing appeals of building code enforcement decisions. While many cities meet this requirement by establishing a Board of Examiners or similar body, the law does not require a separate stand-alone appeals board; jurisdictions may assign this role to an existing commission or, if no such body exists, to the governing body itself. San Francisco has chosen to meet this requirement by maintaining a Board of Examiners, but legally, the City could consolidate these functions into another appeals body such as the Board of Appeals, so long as an independent avenue for review remains available.

Combining the BOE with the BOA would simplify the City's appeals system, reduce administrative overhead, and provide a single forum for resolving construction and building code matters. The BOA already manages a wide range of appeals and could incorporate these additional responsibilities. Unlike the Board of Examiners (BOE), which is composed of licensed engineers, architects, contractors, and other professionals with technical knowledge of building safety standards, the BOA is not designed as a technical body. Its commissioners are generalists—currently a mix of attorneys and business professionals—without specialized training in engineering or construction. This difference has raised concerns about whether the BOA is equipped to resolve highly technical questions about construction methods, materials, or structural safety.

However, the absence of embedded technical expertise does not mean the BOA cannot make fair and informed decisions. The BOA's existing caseload already includes highly technical matters, and its process is designed to ensure that the necessary expertise is brought forward by the involved parties. DBI presents its position, appellants bring their own experts, and permit holders can also present expert testimony. The role of the BOA is not to substitute its own technical judgment, but to evaluate the evidence and testimony presented and decide which interpretation is most persuasive.

and consistent with the code. In this sense, code interpretation is more akin to a legal function than a technical one, and the BOA's composition—with several attorneys—supports that role.

DBI will continue to have a seat at the table in BOA proceedings, as it does in other appeals. If additional technical expertise is needed, subject matter experts can be brought in to advise or testify, just as they are in current appeals. Therefore, while it is important to acknowledge concerns about the BOA's lack of embedded technical expertise, the structure and procedures already in place provide the necessary safeguards. Consolidation would not leave technical issues unaddressed but rather would streamline appeals while preserving opportunities for expert input and ensuring impartial, legally grounded decisions.

Possible Application of Appeals Boards Template:

Template component	Current State	Appeals Board Template	Currently Aligned?	Proposal
Number of Members	13	3-7	No	Align to template; reduce membership to at most 7 seats
Appointing authority	Building Inspection Commission	N/A ⁹¹	N/A	N/A
Appointment confirmations	None	N/A ⁸⁸	N/A	N/A
Member removal	At will	Members are “removeable” - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	No	Align to template; removal requires cause but specific threshold TBD by Task Force
Term length	3 years	4 years	No	Align to template; 4-year term lengths
Term limits	None	3 terms	No	Align to template; 3 term limits
Qualifications	Yes ⁹²	Qualifications required; determined by authorizing legislation	Yes	
Establishing authority	Charter and Administrative Code	TBD	No	None
Sunset date	None	None Evaluate workload/purpose every 5 years.	Yes	
Policymaking	No	No authority to set policy. May provide recommendations.	Yes	

⁹¹ Task Force Members determined that no changes should be made to current bodies around appointing authority and appointment confirmations. They deferred decision-making on whether they would recommend an appointing authority and appointment confirmation approach for future bodies.

⁹²A registered structural engineer, a registered mechanical engineer, a registered electrical engineer, a registered fire protection engineer, a licensed general contractor, a licensed architect, a licensed plumbing contractor, a licensed electrical contractor, a building owner serving as the high rise sprinkler member, three seismic improvement members – a tenant, who is also a licensed architect, civil or structural engineer; a property owner who is also licensed or registered architect who is also a licensed architect, civil or structural engineer; and a registered structural engineer specializing in seismic improvement.

Should the Task Force decide to keep the BOE as a distinct body rather than combining it with the Board of Appeals, four elements should be reviewed and aligned to the appeals board template: number of members, member removal, term lengths, and term limits. The number of members should be reduced to seven at most. Members of appeals boards should not serve at will because their quasi-judicial role requires independence and protection against arbitrary removal to preserve fairness and neutrality in decision-making; the Task Force will decide on specific thresholds for Appeals Board removals later in its process.

12. Building Inspection Commission (Department of Building Inspection)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	DBI	Established	1994
Current Type	Governance	Meetings (CY24)	13
Policy Area	Building and Permitting	Members (as of May 2025)	7 seats 1 vacancy (8%)
Annual Cost (FY25)	\$623,519 ⁹³		

Oversees the Department of Building Inspection, which is responsible for the enforcement, administration, and interpretation of the City's Housing, Building, Mechanical, Electrical, and Plumbing Codes. Recommends candidates to serve as the Director of Department of Building Inspection (DBI), sets policy, hears various appeals on issues leading up to the issuance of building permits, and sits as the Abatement Appeals Board ([Charter § 4.121](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁹⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

⁹³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁹⁴ Code Advisory Committee, Structural Advisory Committee, Abatement Appeals Board, Access Appeals Board, and Board of Examiners.

5B. Could those interests be adequately represented by some other body or City department?	No

Because the answer to all criteria is "no," the outcome is: consider keeping.

Staff Discussion:

While the evaluation criteria, based on current permitting structures, provide no reason to eliminate the Building Inspection Commission (BIC), structural changes may be forthcoming because of a recent Executive Directive.

The BIC oversees the Department of Building Inspection (DBI), which has a budget of \$88 million and nearly 300 employees (FTEs) for FY26. BIC provides input and approval on the department's strategic plans, policies and budgets and serves as a public forum for DBI to engage with the public, especially during budget season. The body also reviews and makes recommendations on proposed amendments to City codes, such as the Building and Fire Codes, providing technical advice to the Board of Supervisors.

DBI and the BIC were created by San Francisco voters in 1994 through Proposition G, which separated the old Bureau of Building Inspection (BBI) from the Department of Public Works (DPW). The ballot measure argued that BBI had become ineffective and too closely tied to DPW, leading to concerns about mismanagement, lack of accountability, and insufficient attention to building safety. To restore public trust, the measure established DBI as an independent department and created the BIC to provide public oversight, ensure accountability, and bring transparency to building code enforcement and permitting. In recent years, however, DBI has faced challenges such as corruption scandals involving senior staff and persistent complaints about slow and unpredictable permitting. Changes were made through Proposition B (June 2022), which shifted DBI leadership appointment powers away from the BIC alone and into a shared system while preserving the BIC's removal power and tightening oversight and seat qualifications.

The Mayor's [Executive Directive 25-01](#), "Permitting Reform," directed staff to "develop and recommend amendments to the City Charter to consider merging key permitting functions into a single department." If carried out, this kind of consolidation could significantly change how commissions oversee permitting and land use, since their roles and responsibilities could shift or be reduced. Given these uncertainties, the Task Force could consider creating flexibility to accommodate restructuring. It may direct staff and the City Attorney's Office to request an update from the Mayor's Office and PermitSF leadership on restructuring and potentially revisit any recommendation for the Building Inspection Commission further along in its process.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes - Both
Appointing authority	Mayor (4 seats) and Board of Supervisors President (3 seats)	N/A	Mayor	Yes - Advisory
Appointment confirmations	Yes ⁹⁵	None	None ⁹⁶	No
Member removal	For cause	At will	At will	No
Term length	2 years	3 years maximum	4 years	No
Term limits	None	Case-by-case ⁹⁷	3 terms	No
Qualifications	Mayor: 2 seats must be a structural engineer, architect, or residential builder; Board of Supervisors President: 1 seat must be a residential tenant or employee of a non-profit housing organization.	None required ⁹⁸	None required ⁹⁹	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Nominate Director of DBI; sole authority to fire Director of DBI	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance

⁹⁵ Each nomination of the Mayor and the President of the Board of Supervisors is subject to approval by the Board of Supervisors, a public hearing, and vote within 60 days. If the Board fails to act on the nomination within 60 days, the nominee is deemed approved

⁹⁶ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁹⁷ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁹⁸ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁹⁹ See prior note

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Employee discipline authority	No	N/A	No role	Yes - Both

Because the future of permitting is uncertain given the recent executive directive, it may not make sense for the Task Force to align the Building Inspection Commission to any template at this time. Alternatively, the Task Force may consider aligning the BIC to either the governance commission or advisory committee template. Regardless, it may be appropriate to move the BIC from the Charter to the Administrative Code to allow for future flexibility.

13. Code Advisory Committee (Department of Building Inspection)

Criteria-based outcome: Combine or Eliminate
Notes: May consider eliminating or combining with the Structural Advisory Committee

Primary Department	DBI	Established	Unknown
Current Type	Advisory	Meetings (CY24)	8 meetings
Policy Area	Building and Permitting	Members (as of May 2025)	17 seats 0 vacancies
Annual Cost (FY25)	\$ 81,100 ¹⁰⁰		

Advises the Building Inspection Commission on building codes, related rules and regulations, and proposed ordinances that may affect construction permits ([Charter § D3.750-5](#), [Charter § 4.121](#), [Building Code § 105A.4](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰¹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁰²	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹⁰⁰ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁰¹ Building Inspection Commission, Structural Advisory Committee

¹⁰² Building codes

Staff Discussion:

The evaluation criteria support potentially combining the Code Advisory Committee (CAC) with other public bodies that focus on building codes and construction permitting—the Building Inspection Commission (BIC) and Structural Advisory Committee. The Task Force could also decide to eliminate this body altogether. Finally, the Task Force may consider keeping this body, as it provides a level of technical expertise that's currently lacking from BIC. Staff do not issue a recommendation and instead offer considerations for each option.

Option 1: Eliminate

BIC is the governing body for DBI, which is responsible for the enforcement, administration, and interpretation of the City's various building codes.¹⁰³ The CAC exists to advise BIC on these codes, and, by virtue of their seat requirements, CAC members bring a level of expertise that's not currently required for BIC members. The Task Force could consider establishing more detailed membership qualifications for BIC commissioners to reduce the need for a separate advisory body. BIC may also rely more on DBI staff, or engineers working for other City departments, for expertise and advice on proposed ordinances, rules, and regulations related to the City's building codes.

If the Task Force votes to eliminate the CAC from the Charter, BIC or the Chief Building Inspector could convene a passive meeting body in its place.

Option 2: Combine the Code Advisory Committee with the Structural Advisory Committee

The Structural Advisory Committee (SAC) is convened periodically to provide independent expert review on certain proposed construction projects. Potential members are selected from a list of qualified engineers submitted by the Structural Engineers Association of Northern California.

None of the CAC's 17 seats explicitly require structural engineering expertise, however several current members are structural engineers, and the Structural Engineers Association of Northern California may nominate members. It may be possible to combine these two bodies by establishing structural engineering seats on the CAC.

However, the SAC meets infrequently and cost just \$55 to administer last year. Combining these two bodies may be more effort than it's worth.

Option 3: Keep

The CAC includes 17 members of the public who are qualified by training and experience to advise BIC on proposed amendments to building codes, rules and regulations issued by DBI, and proposed ordinances that may have an impact on construction permits.

¹⁰³ San Francisco Building Code, Mechanical Code, Electrical Code, Plumbing Code, Green Building Code and Housing Code

The Board of Supervisors may amend the City's various building codes, and BIC is required to hold public hearings on all proposed amendments. Members of the CAC possess a level of technical expertise in the City's building codes that are not currently required for BIC members or the Board of Supervisors, who are likely to rely on industry experts to provide input on proposed legislation or administrative rules/regulations. The CAC provides a transparent, public forum to gather this input. In the past year, the CAC made 12 recommendations regarding proposed ordinances and 3 recommendations for DBI Administrative Bulletins.¹⁰⁴

Moreover, BIC is a governance body that provides DBI with high-level direction and oversight, and its members may not need to possess highly technical knowledge of building codes in order to govern effectively.

If the Task Force chooses to keep the CAC, it may recommend streamlining operations by eliminating its five subcommittees, which are logistically difficult to manage. The Task Force could either issue a non-binding recommendation in its report or direct the City Attorney to draft an ordinance prohibiting the CAC from establishing subcommittees.

¹⁰⁴ Administrative Bulletins outline rules, guidelines, and procedures to be followed by the DBI staff and other agencies involved in construction permit issuance or building inspection

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	17	15 maximum	No	Align to template; staff to work with DBI to identify 2+ seats for elimination
Appointing authority	Building Inspection Commission	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	3 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁰⁵	No	Align to template; establish 12-year (4 term) limits if this body is re-authorized
Qualifications	2 licensed architects, 2 civil engineers, 1 mechanical engineer, 1 fire protection engineer, 1 electrical engineer, 3 licensed general contractors, 1 commercial property owner, 1 business representative, 1 historic preservationist, 1 person knowledgeable about disability access regulations, and 3 at-large members	None required ¹⁰⁶	Yes	
Establishing authority	Charter, Building Code	Administrative Code	No	Align to template; remove from Charter and Building Code and place in Admin Code. May include a brief cross-reference in Building Code for visibility
Sunset date	None	3 years	No	Align to template; establish 3-year sunset date

¹⁰⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁰⁶ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

The criteria-based outcome is to consider combining or eliminating the Code Advisory Committee. However, if the Task Force chooses to keep the body, it may consider aligning the CAC to the advisory committee template.

In order to align the CAC with the 15-seat maximum for advisory committees, staff can work with DBI to identify at least two seats for elimination. These would likely be at-large seats or other seats that do not require architectural or engineering backgrounds. If the CAC is combined with the Structural Advisory Committee, CAC qualifications should be updated to include structural engineering expertise. Staff may also evaluate how to address potential conflicts of interest wherein CAC members advise on potential legislative changes that may impact their projects.

14. Structural Advisory Committee (Department of Building Inspection)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest eliminating or combining with other public bodies that focus on building permits

Primary Department	DBI	Established	1995
Current Type	Advisory	Meetings (CY24)	0 – periodic meeting body
Policy Area	Building and Permitting	Members (as of May 2025)	3 seats 0 vacancies
Annual Cost (FY25)	\$55 ¹⁰⁷		

Provides independent expert review to the Director of Building Inspection on the design and construction of buildings with special features or special design procedures ([Charter § D3.750-5](#), [Building Code § 105A.6](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	N/A ¹⁰⁸	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	N/A	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰⁹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	

¹⁰⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁰⁸ This body is only required to meet on an as-needed basis to advise on construction projects with special design features. As a "periodic meeting body" it is exempt from inactive and borderline inactive criteria.

¹⁰⁹ Building Inspection Commission, Code Advisory Committee, Abatement Appeals Board, Access Appeals Board, Board of Examiners

5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

Staff Discussion:

The evaluation criteria support potentially combining the Structural Advisory Committee (SAC) with other public bodies that focus on building permits or eliminating this body altogether.

Staff considered a potential consolidation with the Code Advisory Committee. However, combining these two bodies may be more effort than it's worth, since SAC meets infrequently and cost just \$55 to administer last year. For more information, see page 58.

The Task Force should consider eliminating the SAC and removing it from code. It meets very infrequently to provide independent expert review on building permit applications that involve special design features or procedures. A public meeting body subject to Brown Act requirements is likely detrimental to this group's ability to carry out its work. Under the Brown Act, a majority of members (2 out of 3) cannot legally discuss the project they are reviewing except in a properly noticed public meeting. This prohibits any offline collaboration on plan reviews. DBI should instead establish a similar permit peer review process without a public meeting body.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	3	15 maximum	Yes	
Appointing authority	Department of Building Inspection, project owner (1 seat each and a 3 rd seat jointly appointed)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	Duration of project review	3 years maximum	Yes	
Term limits	None	Case-by-case ¹¹⁰	No	None
Qualifications	Qualified engineers selected from a list by the Structural Engineers Association of Northern California	None required ¹¹¹	Yes	
Establishing authority	Charter, Building Coe	Administrative Code	No	Align to template; remove from Charter and Building Code and move to Administrative Code. May include a brief cross-reference in Building Code for visibility
Sunset date	None	3 years	No	Align to template; establish 3-year sunset date

The criteria-based outcome is to consider combining or eliminating the Structural Advisory Committee. However, if the Task Force chooses to keep the body, it may consider aligning the SAC to the advisory committee template.

¹¹⁰ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹¹¹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Policy Area: Economic Development

15. Airport Commission (Airport)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	AIR	Established	1970
Current Type	Governance	Meetings (CY24)	21
Policy Area	Transportation	Members (as of May 2025)	5 seats 0 vacancies

Oversees the construction, management, supervision, maintenance, extension, operation, use and control of all Airport property, as well as the assets under the Commission's jurisdiction. Has exclusive authority to plan and issue revenue bonds for airport-related purposes, subject to Board of Supervisors approval. ([Charter § 4.115](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>			

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Airport Commission.

The Airport Commission oversees San Francisco International Airport, which is a City department. The commission primarily acts a policy-making body by establishing the policies governing how the Airport operates, while the Airport Director oversees day-to-day operations. The Airport has a budget of almost \$2 billion and over 1,800 employees (approximately 1,820 FTEs) in FY26. The Airport is also an enterprise department, meaning the majority of its budget comes from earned revenue rather than from the general fund. The Airport Commission also is granted special powers to issue revenue bonds. This means that despite not being legally required, the Airport Commission is necessary in order for the Airport to issue revenue bonds without going to the voters for approval, allowing the Airport to independently manage its long-term capital needs and maintain stable fiscal oversight.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	No confirmations ¹¹²	No confirmations ¹¹³	Yes	
Member removal	For cause; recall elections	At will	No	No change
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; add a limit of 3 terms
Qualifications	None	None required ¹¹⁴	Yes	Align to template; require appointing authority to submit information on why a candidate is qualified.
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing authority	Provide 3 candidates for hiring; sole authority for firing	Consultative responsibilities only	No	Align to template; consultative responsibilities only
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No role	No role ¹¹⁵	Yes	

¹¹² Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹¹³ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹¹⁴ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹¹⁵ Exceptions if this is currently required by law

The Airport Commission has special fiduciary responsibilities. The Task Force discussed that public bodies that have these types of responsibilities may need exceptions to the templates in order to help protect them from political influence. For that reason, the Task Force may consider leaving the member removal and hiring and firing authority components as they are. Otherwise, the Task Force should align the Airport Commission to the governance commission template by adding a three-term limit and specifying that the Mayor must submit information on why a candidate is qualified when appointing them. The Task Force will also need to decide whether to keep the Airport Commission in the Charter or move it to the Administrative Code.

16. Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District (Office of Economic and Workforce Development)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - Legally necessary for the City to pursue downtown revitalization activities

Primary Department	ECN	Established	2025
Current Type	Other	Meetings (CY24)	0
Policy Area	Economic Development	Members (as of May 2025)	0 seats N/A vacancies
Annual Cost (FY25)	\$0		

Responsible for preparing and overseeing a financing plan that directs certain property tax revenues toward major commercial-to-residential conversions and other projects that support downtown’s recovery as of July 2025. Operates under state law as an independent public agency focused solely on financing projects that benefit downtown and the broader city ([Administrative Code § 5.49](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	No	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	N/A	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	N/A	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹¹⁶	

¹¹⁶ Single neighborhood: downtown

5B. Could those interests be adequately represented by some other body or City department?	No
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>	

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District.

The Board is created pursuant to California Government Code §§ 62450–62458, known as the Downtown Revitalization Law, a new state framework that authorizes cities to establish Downtown Revitalization and Economic Recovery Financing Districts as separate public entities. The law was designed in response to the downtown office vacancy crisis, giving cities—particularly San Francisco—tools to convert underused commercial buildings into housing and to channel the resulting incremental property tax revenue into a public fund. These funds can be used to support critical revitalization projects such as housing, streetscape improvements, and other economic recovery efforts. Developed in the aftermath of the pandemic, the statute reflects the City’s goal of transforming large swaths of vacant office space into homes and creating a safer, more vibrant, 24-hour downtown, financed through revenue generated within the district itself rather than through the general fund.

Although the Board of Directors is not technically mandated by law, it is required once the City elects to establish a financing district in order to pursue downtown revitalization activities. Because the City has chosen to move forward with these activities, the creation of the Board is, in effect, legally necessary.

Furthermore, the legislation establishing the Board of Directors only took effect on July 13, 2025; modifying or eliminating a body created so recently would be premature.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – both
Appointing authority	President of the Board of Supervisors (3 seats) and the Board of Supervisors (2 seats)	N/A	Mayor	Yes - Advisory
Appointment confirmations	None	None	None ¹¹⁷	Yes - both
Member removal	At will	At will	At will	Yes - both
Term length	4 years	3 years maximum	4 years	Yes - Governance
Term limits	None	Case-by-case ¹¹⁸	3 terms	No
Qualifications	BOS President: 3 members of the Board of Supervisors BOS: 2 members of the public	None required ¹¹⁹	None required ¹¹⁵	Yes - both
Establishing authority	Administrative Code	Administrative Code	TBD	Yes - Advisory
Sunset date	Once the District stops receiving property tax revenue	3 years	None	No
Hiring and firing authority	No	N/A	Consultative responsibilities only	Yes - Advisory
Contract approval authority	No	N/A	Retain status quo	Yes - Advisory
Budget approval authority	No	N/A	Yes	Yes - Advisory
Employee discipline authority	No	N/A	No role	Yes - Both

¹¹⁷ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹¹⁸ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹¹⁹ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

73 | Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District (Office of Economic and Workforce Development) | Policy Area: Economic Development

The Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District is categorized as an “Other” type of public body, meaning there is no relevant template to align it to. The body could be considered a governing board of a special financing district. Both the governance commission and advisory committee templates are shown for reference, but no changes are recommended. The Board must hold its first meeting by November 10, 2025. Given how new the Board is, the Task Force should not recommend any modifications.

17. Cannabis Oversight Committee (City Administrator's Office)

Criteria-based outcome: Keep
Notes: - Criteria suggest combining or eliminating, but the body is already sunseting in 2027 - May consider keeping but modifying as this body performs work no other body could perform

Primary Department	ADM	Established	2018
Current Type	Advisory	Meetings (CY24)	5
Policy Area	Economic Development	Members (as of May 2025)	16 seats 9 vacancies (56%)
Annual Cost (FY25)	\$29,977 ¹²⁰		

Advises the Board of Supervisors and Mayor on the implementation and enforcement of cannabis laws and regulations ([Admin. Code § 5.38-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ¹²¹	Consider eliminating or combining
	3B. Could these issues be addressed by applying templates?	Yes	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²²	
	5B. Could those interests be adequately represented by some other body or City department?	No	

¹²⁰ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹²¹ Seat vacancies: 56%

¹²² Narrow topic: Cannabis

Staff Discussion:

The Task Force should consider keeping but modifying the Cannabis Oversight Committee (COC). The evaluation criteria suggest combining or eliminating the COC, however, this body performs work no other body could perform. The COC brings together seasoned and new industry members to advise the City's elected leaders on how to implement and enforce cannabis laws. The COC uplifts members of the cannabis industry who are verified by the Office of Cannabis as Equity Applicants and Business Owners; these members meet many conditions based on justice involvement for cannabis offenses, income level, SFUSD attendance, and long-term San Francisco residence. Additionally, the Board of Supervisors approved Ordinance [6-25](#) six months ago extending the sunset date of this advisory body from 2025 to 2027, indicating a recent reaffirmation of the body and a sunset date earlier than the three-year advisory committee template.

The Task Force should consider modifying the COC to align with the advisory committee template to resolve its challenges of borderline inactivity. If the COC's membership requirements are pared back, the body would not have the seat vacancy challenges it currently experiences.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	16	15 maximum	No	Remove at least 1 seat
Appointing authority	Board of Supervisors (9 seats), Public Health, Police, Building Inspection, Planning, SFUSD, Fire, and Entertainment Commission	N/A	N/A	N/A
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹²³	Yes	
Qualifications	Yes - specific qualifications by seat ¹²⁴	None required ¹²⁵	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	1/01/2027	3 years	Yes	

The Task Force may consider aligning the Cannabis Oversight Committee (COC) to the advisory committee template—although given the imminent sunset within months of a potential Task Force ordinance taking effect, it may choose to make no changes.

Downsizing the number of members may assist the COC in reducing its seat vacancy rate; to align with the advisory committee template, the COC should remove at least one seat. The Task Force could consider eliminating Seat 15, which must be held by a person with significant experience in workforce and economic development. The COC may invite workforce and economic development experts to

¹²³ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹²⁴ Seats 1-7 consist of non-voting public agency members: Public Health, Police, Building Inspection, Planning, Fire, Entertainment Commission, and SFUSD. Seats 8-16 consist of Board of Supervisor appointments and include an owner of a cannabis business permitted through the equity program; an operator of the cannabis cultivation, manufacturing, or distribution business with fewer than 20 employees at the time of appointment; 2 representatives of organized labor who work with cannabis business laborers; an owner of cannabis storefront retailer; an Equity Applicant; a subject matter expert on California’s cannabis laws and regulations; a person with significant experience in workforce and economic development; a medicinal cannabis patient or consumer who has used cannabis in such a manner for at least five years and has extensively advocated for medicinal cannabis or has been involved implementing and running a Cannabis compassionate use program in compliance with the Compassionate Use Act of 1996.

¹²⁵ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

advise on specific matters before the body as needed. The Task Force may also consider eliminating the non-voting member seats, Seats 1-7, since they already do not vote on matters and their staff members attend only as frequently as their schedules allow. These departments may continue to participate in COC meetings as subject matter experts on specific agenda items or may attend as members of the public.

18. Entertainment Commission (City Administrator's Office)**Criteria-based outcome:** Keep**Notes:**

- Criteria provide no reason to eliminate
- Consider assigning appellate functions to Board of Appeals

Primary Department	ADM	Established	2002
Current Type	Regulatory	Meetings (CY24)	18
Policy Area	Economic Development	Members (as of May 2025)	7 seats 0 vacancies (0%)
Annual Cost (FY25)	\$205,814 ¹²⁶		

Coordinates planning and permitting for cultural, entertainment, athletic, and similar events and venues throughout the City, manages and mediates venue and residential relations, and promotes venues and events for the economic and cultural enrichment of San Francisco ([Charter § 4.117](#) and [Administrative Code Chapter 90](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/a	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²⁷	
	5B. Could those interests be adequately represented by some other body or City department?	No	

¹²⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹²⁷ Narrow topic: Entertainment related permits

*Because the answer to all criteria is "no," the outcome is: consider keeping.***Staff Discussion:**

Evaluation criteria do not provide any reason to eliminate the Entertainment Commission, which serves a unique purpose in the City's economic development landscape: to collaborate with and uplift venues and events to encourage a compliant and rich entertainment scene in the City. The Commission holds a suite of powers and duties. It may issue, condition, suspend, and revoke entertainment-related permits (e.g. sound, event locations). The Commission also mediates disputes between residents and venues in a transparent, public process to ensure a balance between a flourishing entertainment scene and an ideal residential life. It also coordinates City services for major events, like Pride and New Year's Eve. Last but not least, it promotes responsible operation of venues and events with strong safety and harm-reduction policies.

Before the Entertainment Commission's creation, permitting authority rested with the Police Department. The Entertainment Commission was intentionally designed over twenty years ago to remove entertainment permitting from law enforcement and place it into a civilian, public-facing forum that could provide regulatory consistency, professional enforcement, and transparent public mediation between residents, businesses, and City agencies.

The Entertainment Commission currently serves as the appellate body for staff decisions on entertainment permits under Administrative Code § 90.4(a). The Task Force has previously expressed concern about bodies both setting policies and hearing appeals of their own permits, noting that this overlap can blur lines between governance and adjudication. Transferring appeals to the Board of Appeals could promote consistency across City permitting processes and provide greater neutrality, since the Entertainment Commission currently both sets policy and hears appeals of its own permits. Under the current system, appellants effectively receive "two bites at the apple," with the ability to appeal to the Entertainment Commission and then again to the Board of Appeals. Moving all appeals directly to the Board of Appeals could eliminate that duplicative step, which may speed up resolution but would also reduce opportunities for appellants to challenge decisions. On the other hand, leaving the system as-is allows entertainment-related disputes to be resolved by a body with subject-matter expertise, a balanced membership representing industry and community interests, and procedures designed for the unique issues raised by nightlife and entertainment venues.

Possible Application of Governance Commission or Advisory Body Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (4 seats); Board of Supervisors (3 seats)	N/A	Mayor	Yes – Advisory
Appointment confirmations	Mayoral appointments subject to Board of Supervisors approval with a public hearing and vote within 60 days	None	None ¹²⁸	No
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ¹²⁹	3 terms	No
Qualifications	Neighborhoods, entertainment, urban planning, law enforcement, and public health ¹³⁰	None required ¹³¹	None required ¹³²	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	N/A	N/A	Retain status quo	Yes - Both

¹²⁸ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹²⁹ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹³⁰ Mayoral appointments must include one member representing City neighborhood associations or groups, one member representing entertainment associations or groups, one member representing the urban planning community, and one member representing the law enforcement community. Board of Supervisors appointments must include one member representing City neighborhood associations or groups, one member representing entertainment associations or groups, and one member representing the public health community.

¹³¹ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹³² See prior note

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	None	N/A	No role	Yes - Both

The Entertainment Commission is primarily a regulatory body, but there is no template against which the Task Force could align. The Task Force may consider aligning the body to either the governance commission or advisory committee template. Given the Commission's permitting and enforcement authority, it may be more sensibly aligned to the governance commission template to reflect its binding authority over an important area of City regulation. However, it may be appropriate to move the Entertainment Commission from the Charter to the Administrative Code, since its core role is regulatory rather than constitutional in nature, its functions could be modified or consolidated in the future without requiring voter approval, and locating it in the Administrative Code would provide greater flexibility for the City to adapt its permitting and enforcement structures as nightlife and entertainment needs evolve.

19. [Small Business Commission](#) (Office of Economic and Workforce Development)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	ECN	Established	2003
Current Type	Governance	Meetings (CY24)	9 meetings
Policy Area	Economic Development	Members (as of May 2025)	7 seats 0 vacancies
Annual Cost (FY25)	\$85,139 ¹³³		

Oversees the Office of Small Business. Makes recommendations to the Mayor, Board of Supervisors, and City departments regarding laws and policies that affect small businesses in San Francisco. Reviews and approves Legacy Business Registry applications. ([Charter § 4.134](#), [Admin. Code § 2A.240](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1	Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No
		1B. Does this body fulfil some function required by state or federal law?	No
		1C. Could either another body or City staff fulfil this legal requirement?	N/A
2	Inactivity	2A. Is this body inactive (did not meet in last year)?	No
		2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A
3	Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No
		3B. Could these issues be addressed by applying templates?	N/A
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹³⁴
		4B. Could this body reasonably be combined with others in its policy area?	No
		4C. Could this body reasonably take on the work of others in its policy area?	Yes
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A

¹³³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹³⁴ Historic Preservation Commission (Legacy Businesses)

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Small Business Commission. It oversees the Office of Small Business (OSB), which is part of the Office of Economic and Workforce Development that employs 12 staff and has a budget of approximately \$4 million in FY26. In addition to overseeing OSB, the commission formally responds in support or opposition to legislative proposals affecting small businesses. Combining it with another of the City's public bodies is not practical because there is no other body that serves these purposes.

The Commission also serves as the final approval body for Legacy Business Registry applicants, a role which is duplicative with the Historic Preservation Commission. Legacy Businesses are eligible for grants and other financial and business assistance through OSB. Duplicative reviews by both the Small Business Commission and Historic Preservation Commission add approximately two weeks to one month of additional time and process for applicants. The Task Force should consider streamlining reviews and assigning sole responsibility to the Small Business Commission.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (4 seats), Board of Supervisors (3 seats)	N/A	Mayor	No
Appointment confirmations	None	None	None ¹³⁵	Yes
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ¹³⁶	3 terms	No
Qualifications	At least five members shall be owners, operators, or officers of San Francisco small businesses. One member may be a current or former owner, operator, or officer. One member may be a representative of a neighborhood economic development organization or an expert in small business finance.	None required ¹³⁷	None required ¹³²	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes - Governance
Hiring and firing authority	Yes. The Commission nominates and the Mayor appoints the Department Head; the Commission may remove the Department Head of its own initiative.	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes – Governance

¹³⁵ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹³⁶ For advisory committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹³⁷ Neither advisory committees nor governance commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Employee discipline authority	No	N/A	No role	Yes

Because most of the Small Business Commission’s work is advisory—such as reviewing legislation, weighing in on regulations, and providing input on small business impacts—the Task Force may consider aligning the Small Business Commission (SBC) to the advisory committee template rather than the governance commission template.

Policy Area: Housing & Community Development

20. Citizens Committee on Community Development (Mayor's Office of Housing and Community Development)

Criteria-based outcome: Combine or eliminate
Notes: Fulfills a legal requirement, but the City could secure an alternative means of compliance

Primary Department	MYR	Established	2009
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Housing and community development	Members (as of May 2025)	9 seats 3 vacancies (33%)
Annual Cost (FY25)	\$5,308 ¹³⁸		

Makes recommendations to the Mayor and Board of Supervisors on United States Department of Housing and Urban Development (HUD) funding allocations and policy matters that are directly related to community development efforts in the City ([Admin. Code § 2A.290](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ¹³⁹	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	
	3B. Could these issues be addressed by applying templates?	No	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	

¹³⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹³⁹ Any alternative would require HUD approval

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁴⁰
		5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

The Citizens Committee on Community Development (CCCD) has historically fulfilled the City's citizen participation requirement for certain federal entitlement grants administered by the U.S. Department of Housing and Urban Development (HUD), including the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Solutions Grant (ESG). The Mayor's Office of Housing and Community Development (MOHCD) leads the City's compliance efforts, but multiple departments benefit from these grant dollars.

While HUD requires a Consolidated Plan, a citizen participation plan, and robust public engagement for these programs, it does not specifically require an advisory committee. Instead, HUD regulations under 24 CFR Part 91.105 mandate that cities provide opportunities for public meetings, allow the public to review planning documents, and maintain a formal participation process.

The CCCD was incorporated into San Francisco's Citizen Participation Plan decades ago and has been in place for roughly 16 years. However, the federal regulations allow MOHCD to amend its participation plan, and eliminating the CCCD would be considered a minor, non-substantial change under federal rules. This means that the City could choose to retire the CCCD and substitute a different public participation process—such as public hearings hosted directly by MOHCD—without jeopardizing federal funding, so long as HUD's citizen participation requirements continue to be met.

Given this flexibility, the evaluation criteria support eliminating the CCCD. If eliminated, MOHCD should amend its citizen participation plan to outline how the federally required public process will continue, ensuring meaningful opportunities for resident input on the City's use of HUD entitlement funds.

¹⁴⁰ HUD community development grants

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	
Appointing authority	Mayor, Board of Supervisors	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	For cause	At will	No	Align to template; at-will removal by appointing authority
Term length	2 years	3 years maximum	Yes	Increase to 3 years
Term limits	None	Case-by-case ¹⁴¹	No	Align to template; establish 4-term limits
Qualifications	Professional expertise in various aspects of community development; ability to reflect and advance the concerns of low-income communities in the City	None required ¹⁴²	Yes	
Establishing authority	Administrative code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; 3-year sunset

The criteria-based outcome is to potentially eliminate the Citizens Committee on Community Development. However, if the Task Force chooses to keep the body, it should align the CCCD to the advisory committee template by making members removable at-will rather than only for cause, increasing term length from two to three years and adding four-term limits and a sunset date.

¹⁴¹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁴² Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

21. Inclusionary Housing Technical Advisory Committee (Controller's Office)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	CON	Established	2016
Current Type	Advisory	Meetings (CY24)	0
Policy Area	Housing and Community Development	Members (as of May 2025)	8 seats 0 vacancies (0%)
Annual Cost (FY25)	\$185,645 ¹⁴³		

Reviews the City's regular study of affordable housing requirements to make sure they are financially realistic. Advises City officials on whether developers can meet these obligations while still building new housing ([Administrative Code § 5.29-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No ¹⁴⁴	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁴⁵	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

¹⁴³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁴⁴ This body is only convened every three years for a specific and defined purpose, meaning it is a periodic meeting body. Therefore, it is not considered inactive despite not having met in the last year.

¹⁴⁵ Narrow topic: inclusionary zoning.

Staff Discussion:

The Inclusionary Housing Technical Advisory Committee (TAC) helps the City analyze whether its affordable housing requirements are financially workable for developers. Under San Francisco's inclusionary housing law, new housing projects must set aside a portion of units as affordable or pay fees that support affordable housing elsewhere. Every three years, the City conducts a study to see if these requirements are realistic given construction costs, land values, and neighborhood conditions. The Advisory Committee, made up of experts in housing finance, reviews the study's assumptions and provides advice to the Controller, the Mayor, the Planning Department, and the Board of Supervisors. Its role is to make sure the City's affordable housing policies are grounded in real-world data to enable housing that is both financially feasible and meets community needs.

The evaluation criteria result in a recommendation to consider keeping the Inclusionary Housing Technical Advisory Committee. The TAC supports the goal that the City develop this feasibility analysis through an "inclusive and transparent public process." Members bring diverse expertise in housing development and development finance, adding perspectives that support the creation of a thoughtful and useful analysis. The Committee successfully brings in outside expertise that may otherwise be missing from the report development process that City staff alone may not provide, one of the key purposes of an advisory committee. Furthermore, since the TAC fulfills a unique function, meets only when needed, and has no clear overlap with other advisory bodies, there is no basis for eliminating or combining it.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	8	15 maximum	Yes	
Appointing authority	Split appointments; Mayor (4 seats) and Board of Supervisors (4 seats)	N/A	N/A	N/A
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template, add 3-year term lengths.
Term limits	None	Case-by-case ¹⁴⁶	No	Align to template; add limit of 4 terms.
Qualifications	Experience and expertise in development finance	None required ¹⁴⁷	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	No change

The Inclusionary Housing Technical Advisory Committee does not align to three elements of the advisory committee template. The Task Force should add four-term limits but should not recommend adding a sunset date; this body has a clear mandate to meet every three years for a specific purpose so adding a three-year sunset date does not make sense. The Task Force may consider partially aligning the TAC to the advisory body template by adding term lengths, specifying that the term length is one report cycle.

The Task Force should also recommend an additional code change. The Administrative Code states that “The Advisory Committee shall hold a regular meeting not less than once every four months.” However, this meeting cadence does not make sense given that the Advisory Committee’s sole purpose is to inform the Economic Feasibility Analysis, which occurs every 3 years. The City Attorney’s Office should work with the Controller’s Office to develop language clarifying when the body should meet.

¹⁴⁶ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁴⁷ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

22. [Residential Rent Stabilization and Arbitration Board](#) (Rent Board)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - Consider assigning appellate functions to Board of Appeals

Primary Department	RNT	Established	1979
Current Type	Regulatory	Meetings (CY24)	12 meetings
Policy Area	Housing and Community Development	Members (as of May 2025)	5 seats ¹⁴⁸ 0 vacancies
Annual Cost (FY25)	\$202,247 ¹⁴⁹		

Implements and administers the City's residential rent control ordinance by enacting policies, rules, and regulations as needed. Considers appeals of decisions issued by the Rent Board's Administrative Law Judges. Determines the interest rate on residential security deposits ([Administrative Code § 37.4](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Because the answer to all criteria is "no," the outcome is: consider keeping</i>			

¹⁴⁸ The Rent Board consists of 5 regular members, each of whom have a specific alternate with the same qualifications as the regular member. 1 alternate seat is currently vacant.

¹⁴⁹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Residential Rent Stabilization and Arbitration Board (Rent Board).

The Rent Board was created in 1979 to address the City's housing crisis. Its core mission is to protect tenants from excessive rent increases and unjust evictions, ensure fair and adequate rents for landlords, promote the preservation of sound and affordable housing, and provide a mechanism for tenant and landlord dispute resolution. The Rent Board oversees a department of the same name with a \$14.5 million budget and approximately 50 employees.

The Rent Board currently acts in both a governance capacity—approving budgets, setting policy, and participating in hiring/firing of the Rent Board's Executive Director—and a regulatory capacity—issuing 127 pages of rules and regulations to implement the San Francisco Rent Ordinance.

The Rent Board also serves an appellate function, deciding 70 appeals in the last year on decisions rendered by Administrative Law Judges (ALJs) from the Rent Board department. The Task Force has previously emphasized that appeals bodies should be independent from the City departments whose decisions they review. The Task Force may consider re-assigning the Rent Board's appellate function to the Board of Appeals in order to create more separation and neutrality. In doing so, the City may obtain a single appeals body related to housing, building, and permitting. If re-assigned, the Board of Appeals may need additional staff to handle the increased appeals workload.

Possible Application of Appeals Board or Governance Commission Templates:

Template component	Current State	Appeals Board Template	Governance Commission Template	Currently Aligned?
Number of Members	5	3-7	5-7	Yes – Both
Appointing authority	Mayor	N/A ¹⁵⁰	Mayor	Yes – Governance
Appointment confirmations	None	N/A	None ¹⁵¹	Yes – Governance
Member removal	At will	Members are “removeable” - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	At will	Yes – Governance
Term length	4 years	4 years	4 years	Yes – Both
Term limits	None	3 terms	3 terms	No – assign term limits
Qualifications	2 landlords, 2 tenants, and 1 person who is neither a landlord nor a tenant and who owns no residential rental property	Qualifications required; determined by authorizing legislation	None required	Yes – Both
Establishing authority	Administrative Code	TBD	TBD	No
Sunset date	None	None; Evaluate workload/purpose every 5 years.	None	Yes – Both
Hiring and firing authority	Yes. The Commission nominates and the Mayor appoints the Executive Director (ED) of the Rent Board; the Commission may remove the ED of its own initiative.	N/A	Consultative responsibilities only	No

¹⁵⁰ Task Force Members determined that no changes should be made to current bodies around appointing authority and appointment confirmations. They deferred decision-making on whether they would recommend an appointing authority and appointment confirmation approach for future bodies.

¹⁵¹ For governance commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

Template component	Current State	Appeals Board Template	Governance Commission Template	Currently Aligned?
Contract approval authority	No	N/A	Retain status quo	Yes – Both
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes – Both

The Rent Board Commission currently acts as a governance, regulatory, and appeals body. There is no regulatory template to adhere to, so the Task Force may consider aligning the Rent Board Commission to either the governance commission or appeals board template.

23. SoMa Community Stabilization Fund Community Advisory Committee (Mayor's Office of Housing and Community Development)

Criteria-based outcome: Combine or Eliminate			
Notes: Criteria suggest combining with the South of Market Community Planning Advisory Committee (CPAC) or eliminating			
Primary Department	MYR	Established	2006
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Housing and Community Development	Members (as of May 2025)	7 total seats 2 vacant seats (29%)
Annual Cost (FY25)	\$11,755 ¹⁵²		

Advises the Mayor's Office of Housing and Community Development (MOHCD), the Board of Supervisors, and other City agencies on the administration and expenditure of the SoMa Community Stabilization Fund and related sources. The Committee makes recommendations on funding priorities for cultural preservation, community improvements, public investments, affordable housing, and jobs-housing linkage programs within the East SoMa, Central SoMa, and Western SoMa Area Plans. It also advises on the use of funds from the 706 Mission Community Development and Open Space Funds, collaborates with City departments to monitor implementation of SoMa area plans, and develops annual recommendations to MOHCD on the Expenditure Plan ([Admin. Code § 5.27](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	Consider combining or eliminating
	3B. Could these issues be addressed by applying templates?	Yes	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁵³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider Combining or Eliminating

¹⁵² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁵³ South of Market Community Planning Advisory Committee

		4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁵⁴	
		5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider combining or eliminating

Staff Discussion:

The SoMa Community Stabilization Fund Community Advisory Committee (CAC) was created in 2005, when the Board of Supervisors established the SoMa Community Stabilization Fund through fees on new residential development in the Rincon Hill Area Plan. The Fund was designed to offset the impacts of gentrification and residential growth by supporting affordable housing, cultural preservation, small business stability, and community services in the SoMa neighborhood. The Advisory Committee was established to guide the Mayor’s Office of Housing and Community Development (MOHCD) and the Board of Supervisors on how these resources should be allocated, ensuring that community voices shape investments aimed at stabilizing long-term residents and businesses in a rapidly changing neighborhood.

While the City has other public bodies related to development impact fees, this one does more than program funds for infrastructure; the CAC helps decide how development fees are reinvested in the neighborhood by advising on funding for affordable housing, cultural preservation, and community services, in addition to public improvements. The CAC ensures that residents, small businesses, and cultural organizations most affected by the neighborhood’s development have a direct say in how mitigation funds are spent.

The Task Force could consider combining the CAC with the South of Market Community Planning Advisory Committee (CPAC). However, the two bodies serve distinct purposes. The CAC oversees how dedicated funds are spent to prevent displacement, preserve cultural assets, and support affordable housing and workforce stability, while the CPAC focuses on long-term land use and development issues, such as reviewing major projects and prioritizing community improvements. Merging them could risk weakening either planning oversight or community stabilization, though closer coordination between the two could improve alignment where development and community protection intersect.

The Task Force could also consider eliminating the CAC. Membership and participation have been a consistent challenge: the CAC currently has five of seven seats filled, with two vacancies and some relatively inactive current members. The CAC did make recommendations for \$890,000 in FY 2024–25 and about \$2.4 million total across FY 2025–26 and FY 2026–27, but future allocations are expected to be limited, with one final round anticipated unless new revenues are identified. This is because most of the applicable buildable parcels within Rincon Hill have been completed; there is only one more parcel which may generate a fee, and revenue isn’t projected until 2034. Furthermore, the SoMa Fund Ordinance already provides clear guidance on how funds should be allocated, and to strengthen transparency and accountability, MOHCD could establish a public-facing reporting

¹⁵⁴ Single neighborhood: South of Market

mechanism to share the status of the fund and its expenditures with the community. Further, because the nonprofit community representatives who serve on the CAC are likely to be grantees themselves, there may be conflicts of interest when the CAC makes its funding recommendations.

Finally, although the evaluation criteria do not suggest this, the Task Force may choose to keep the CAC. Without a standing committee, there may be less consistency in how community voices are incorporated into funding decisions, and residents could perceive that opportunities for influence are less transparent or equitable. A formal committee provides a guaranteed public forum with defined membership and procedures, whereas staff-led outreach might vary in scope or visibility depending on resources and priorities. When it was initially discussed as a "borderline inactive" body at the Task Force's August 20, 2025 meeting, public commenters from SOMCAN and SOMA Pilipinas emphasized that the CAC ensures community input into how dedicated funds are spent to prevent displacement, preserve affordable housing, and support cultural districts. They stressed that the body plays a trusted role in helping residents influence decisions that directly affect stability and equity in the neighborhood. If the Task Force decides to keep the CAC, it may also wish to reduce the number of seats to address the current 29% vacancy rate; this option is described in more detail on the following page.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	Yes	Consider reducing seats from 7 to 5 due to vacancies
Appointing authority	Board of Supervisors	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	Reduce term length from 4 to 3 years
Term limits	2 consecutive terms	Case-by-case ¹⁵⁵	Yes	
Qualifications	Residents and representatives of SoMa with specific expertise or experience ¹⁵⁶	None required ¹⁵⁷	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	2035	3 years	No	Modify to sunset in 3 years

The criteria-based outcome is to potentially eliminate or combine the SoMa Community Stabilization Fund CAC. However, if the Task Force chooses to keep the body, it should align the CAC to the advisory committee template.

While the CAC falls within the advisory committee template maximum of 15 seats, the body also meets the Task Force’s definition of “borderline inactive” because at 29%, its vacancy rate exceeds 25%. Should the Task Force choose to keep the CAC, it may consider reducing the number of seats to address the vacancy rate. However, the body did not cancel any meetings in 2024, indicating that it does not suffer from issues making quorum. Furthermore, Administrative Code section 5.27-2(a) states that “The Board of Supervisors shall appoint one alternate member of the Committee for each of the seats of the seven voting members. An alternate member shall temporarily

¹⁵⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁵⁶ Representatives of or expertise with (1) low-income SoMa residents; (2) employment development and/or labor; (3) a senior or disabled SoMa resident; (4) affordable housing expertise and familiarity with the SoMa neighborhood; (5) an arts or cultural organization or a cultural district in SoMa 6) direct service provider to SoMa residents; (7) small business expertise and familiarity with the neighborhood; (8) a youth or representative of a youth-development organization.

¹⁵⁷ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

serve on the Committee as a voting member when there is a vacancy in the seat or when the seat is filled but the individual holding the seat is absent from the meeting."

Policy Area: Planning and Land Use

24. [Bayview Hunters Point Community Planning Advisory Committee](#) (Planning Department)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest eliminating due to high vacancies and overlap with other public bodies

Primary Department	CPC	Established	2013
Current Type	Advisory	Meetings (CY24)	7
Policy Area	Planning and Land Use	Members (as of May 2025)	12 total seats 6 vacant seats (50%)
Annual Cost (FY25)	\$ 15,005 ¹⁵⁸		

Advises the City on planning and land use policy for Zone 2 and Survey Area C of the Bayview Hunters Point Redevelopment Project Area ([Admin. Code § 5.71](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	Consider combining or eliminating
	3B. Could these issues be addressed by applying templates?	Yes	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁵⁹	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider Combining or Eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	

¹⁵⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁵⁹ Planning Commission

5B. Could those interests be adequately represented by some other body or City department?

Yes

Consider combining or eliminating

Staff Discussion:

The Bayview Hunters Point Citizens Advisory Committee (Bayview CAC) was created in 2013 after the dissolution of the Redevelopment Agency to provide policy advice on land use matters and community guidance on whether development projects furthered General Plan policies. At the time, it was intended to carry forward the role of Redevelopment Project Area Committees and provide a structured community voice during a period of uncertainty. Keeping the body could ensure that residents of Bayview Hunters Point—a neighborhood that has experienced long-term disinvestment—continue to have a formal forum to voice concerns, particularly on projects with significant community impacts. For many, the existence of a committee dedicated to Bayview signals a commitment to equity and engagement in an area historically overlooked in City decision-making.

On the other hand, the Bayview CAC has struggled with effectiveness and relevance. It met only four times in the past year, often failed to reach quorum due to inconsistent membership and vacancies, and its recommendations have limited weight since the Planning Commission and other bodies already review the same projects with actual approval authority. Public participation has been minimal, with most meetings drawing no or only a handful of comments. Moreover, its jurisdiction overlaps with other committees and commissions, such as the OCII Hunters Point CAC, the SFPUC CAC, the Planning Commission, and the Historic Preservation Commission, creating duplicative processes without producing measurable outcomes. However, none of these are suitable for the CAC to be combined with, given their much broader mandates.

In weighing whether to keep or eliminate the Bayview CAC, the Task Force should consider whether resources are better spent on alternative, more effective forms of community engagement in Bayview Hunters Point. While maintaining a formal advisory body may carry symbolic importance for community representation, the evidence suggests it has not been successful at influencing policy or ensuring robust participation, raising the question of whether its function could be better met through enhanced outreach and engagement strategies led by staff.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	12	15 maximum	Yes	Consider reducing seats to address quorum issues
Appointing authority	Mayor (4 seats), District 10 Supervisors (4 seats), and City Administrator (4 seats)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁶⁰	No	Align to template; add 6-term limit
Qualifications	Items such as volunteer commitment, land use/urban planning expertise, and community or residency ties ¹⁶¹	None required ¹⁶²	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; add a 3-year sunset date

The criteria-based outcome is to potentially eliminate the Bayview CAC. However, if the Task Force chooses to keep the body, it should align the CAC to the Advisory Committee template by adding term limits and a sunset date. While outside the scope of the template, the City Administrator should be removed as an appointing authority, because the office's work does not overlap with planning or land use.

¹⁶⁰ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁶¹ Members must be able to volunteer at least 10 hours per week and bring experience in areas such as City boards or commissions, land use policies, zoning, architecture, engineering, construction, historic preservation, public art, transportation, planning, or affordable housing. Non-voting members must have professional expertise or training in fields like architecture, land use, or urban planning. All members must also meet residency or community criteria, such as living in the project area, owning property or a business in San Francisco, representing a neighborhood group, or being a San Francisco resident with experience in architecture, planning, or land use.

¹⁶² Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

25. [Historic Preservation Commission](#) (Planning Department)

Criteria-based outcome: Combine or Eliminate			
Notes: Criteria suggest combining with the Planning Commission and/or transferring the function to preservation planners within the Planning Department			
Primary Department	CPC	Established	2008 ¹⁶³
Current Type	Regulatory	Meetings (CY24)	16
Policy Area	Planning and Land Use	Members (as of May 2025)	7 seats 0 vacancies
Annual Cost (FY25)	\$330,754 ¹⁶⁴		

Advises the city on historic preservation matters, including the approval, disapproval, or modification of landmark designations and historic district designations. Reviews and approves changes to designated historic buildings and districts, including major alterations and agreements that encourage the preservation and rehabilitation of historic properties ([Charter § 4.135](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁶⁵	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁶⁶	

¹⁶³ The Historic Preservation Commission was established by Proposition J in November 2008. It replaced the Landmark Advisory Board, which was first established in 1967 with the adoption of Article 10 of the Planning Code.

¹⁶⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁶⁵ Planning Commission, Small Business Commission (Legacy Businesses)

¹⁶⁶ Historic preservation

5B. Could those interests be adequately represented by some other body or City department?

Yes

Consider combining or eliminating

Staff Discussion:

The evaluation criteria support potentially eliminating the Historic Preservation Commission (HPC) or consolidating its core functions with the Planning Commission.

Across the U.S., some jurisdictions maintain stand-alone preservation commissions with decision-making authority, while others assign preservation responsibilities to commissions embedded within planning departments, or handle them directly through planning commissions or staff without a separate appointed body. This range of approaches suggests that if San Francisco eliminated the HPC, consolidating its functions under the Planning Commission or Planning Department staff would be consistent with models used elsewhere.

The HPC has the authority to approve certain permit applications¹⁶⁷ and to refer some historic preservation matters directly to the Board of Supervisors for approval.¹⁶⁸ The HPC also provides guidance to Planning Department staff, the Planning Commission, and the Board of Supervisors on the City's General Plan, California Environmental Quality Act (CEQA) reviews, proposed ordinances, and other topics. Should the Task Force choose to eliminate this body, these duties would need to be re-assigned to the Planning Commission or Planning Department staff.

It seems plausible that the Planning Department and Planning Commission could review permit applications and address other historic preservation matters currently overseen by the HPC. The Planning Department already employs approximately 12 preservation planners. While the Planning Commission does not require any of its members to have experience in historic preservation, the Task Force could consider adding historic preservationist seats to the Planning Commission if it chooses to eliminate the Historic Preservation Commission. Historic preservation plays an important role in maintaining the City's cultural identity, protecting architectural resources, and ensuring that growth and change do not erase valued community landmarks. Any restructuring of the HPC should continue to safeguard these goals, even if the responsibility is reassigned to another body.

If the Task Force chooses to maintain the HPC, staff recommend it retain decision-making authority. The HPC was established in 2008 to replace the former Landmarks Preservation Advisory Board (Landmarks Board) to streamline permitting and improve efficiency. Previously, certain permit applications were heard by the Landmarks Board, then forwarded to the Planning Commission for a final hearing and decision. Landmark/historic district designations were heard by the Landmarks Board, heard again by the Planning Commission, then forwarded to the Board of Supervisors for a final hearing and decision. The HPC was vested with decision-making authority for permit applications, and the ability to directly forward landmark/historic district designations to the Board of Supervisors, thus reducing the number of rounds of review for permit applications and

¹⁶⁷ HPC may approve, disapprove, or modify Certificates of Appropriateness and Major Permits to Alter

¹⁶⁸ HPC may recommend approval, disapproval, or modification of landmark designations, historic district designations, Mills Act Contracts, Significant or Contributory Building and Conservation District designations, to the Board of Supervisors without referral or recommendation from the Planning Commission.

landmark/historic district designations. Maintaining HPC as an advisory body would re-introduce an additional round of review, which is contrary to the intent of commission streamlining.

The Task Force may also choose to keep the HPC but remove its role in Legacy Business Registry review. Currently, the HPC provides an initial review of legacy business applications before they are forwarded to the Small Business Commission for final review and approval. Eliminating HPC review would streamline the process for small business applicants. The HPC's core focus is on the preservation of physical resources (buildings, districts, structures), not business operations.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	Yes	
Appointing authority	Mayor	N/A	N/A	
Appointment confirmations	Appointments are effective on the date the Board of Supervisors adopt a motion to approve the nomination or 60 days after the nomination is sent to the clerk of the Board of Supervisors; the Board of Supervisors may hold a public hearing and vote on the nomination within 60 days of the nomination being sent to the Board.	No confirmations	No	Align to template; no confirmations
Member removal	For cause	At will	No	Align to template; at will removal
Term length	4 years	3 years maximum	No	Align to template; 3-year terms
Term limits	None	Case-by-case ¹⁶⁹	No	Align to template; 4-term limits
Qualifications	• Seats 1 and 2 - licensed architects with expertise in historic architecture • Seat 3 - architectural historian • Seat 4 - historian with expertise in North American or Bay Area history • Seat 5 - historic preservation professional • Seat 6 – meets seats 1-3 qualifications or is an archeologist, real estate professional, structural engineer, or conservationist • Seat 7 - at-large seat	None required ¹⁷⁰	Yes	<u>Option 1:</u> Modify seat requirements to become desirable professional qualifications. <u>Option 2:</u> Retain 4 seats with more general professional qualifications (e.g., any of the professions currently named in seats 1-6) and establish 3 at-large seats.

¹⁶⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁷⁰ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Establishing authority	Charter	Administrative Code	No	Align to template; move to Administrative Code
Sunset date	None	3 years	No	Align to template; 3 year sunset

The HPC is currently a regulatory body with decision-making authority, however there is no Regulatory Body template to adhere to. If the Task Force chooses to keep the HPC, it may consider aligning or partially aligning this body to the Advisory Committee template.

The Task Force should also consider adjusting the HPC's stringent seat qualifications, which shrink the pool of qualified applicants and make it difficult to fill seats.¹⁷¹ Currently, seats 1-6 each require specific professional experience and/or certifications in fields related to historic preservation. The proposal includes two options for broadening these requirements. First, the Task Force could make the professional requirements for seats 1-6 desired qualifications, rather than mandatory qualifications. This would create additional flexibility for the Mayor to appoint qualified applicants to any seat but would retain a list of desirable characteristics for the Mayor to consider. Second, the Task Force could create 4 seats with broad professional qualifications and 3 at-large seats. The broad professional qualifications could allow the Mayor to appoint any person who meets any of the qualifications currently listed as seat requirements:

- A licensed architect meeting the Secretary of the Interior's Professional Qualifications Standards for historic architecture;
- An architectural historian meeting the Secretary of the Interior's Professional Qualifications Standards for architectural history with specialized training and/or demonstrable experience in North American or Bay Area architectural history;
- An historian meeting the Secretary of the Interior's Professional Qualifications Standards for history with specialized training and/or demonstrable experience in North American or Bay Area history;
- An historic preservation professional or professional in a field such as law, land use, community planning or urban design with specialized training and/or demonstrable experience in historic preservation or historic preservation planning;
- A professional archeologist meeting the Secretary of the Interior's Professional Qualification Standards for Archeology;
- A real estate professional or contractor who has demonstrated a special interest, competence, experience, and knowledge in historic preservation;
- A licensed structural engineer with at least four years of experience in seismic and structural engineering principals applied to historic structures; or
- A person with training and professional experience with materials conservation.

¹⁷¹ HPC's seat qualifications are among the most specific in the City. The City once faced a lawsuit challenging whether an HPC member met the seat requirements

26. Interagency Planning and Implementation Committee (Planning Department)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate, but it should be - Can be a staff working group passive meeting body and deleted from code to align with current practices

Primary Department	CPC	Established	2009
Current Type	Staff Working Group	Meetings (CY24)	6
Policy Area	Planning and Land Use	Members (as of May 2025)	9 seats 0 vacancies
Annual Cost (FY25)	N/A ¹⁷²		

Prioritizes expenditures of development impact fees collected from eleven Area Plans, which guide long-term growth and, taken together, are expected to have created 44,500 housing units and 60,000 jobs over the next twenty to twenty-five years from plan adoption. Coordinates across City agencies to fund the infrastructure and public improvements (such as parks and streetscape upgrades) needed to support this growth ([Administrative Code § 36.3](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁷³	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	

¹⁷² Costs for this body were not reported in the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁷³ Planning Commission

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	N/A
	Because the answer to all criteria is "no," the outcome is: consider keeping.		

Staff Discussion:

As a body, the Interagency Planning and Implementation Committee (IPIC) is responsible for overseeing the implementation of eleven Area Plans, where growth from new housing and jobs is planned. IPIC is comprised of representatives of the City agencies that are responsible for providing the community improvements as outlined in those Area Plans, such as the Municipal Transportation Agency, Public Works, and Recreation and Parks.

In practice, IPIC functions as a staff working group and has not operated as a public meeting body. Despite what the evaluation criteria suggest, IPIC should be deleted from the Administrative Code so that staff may continue to collaborate without being subject to Brown Act requirements.

At its September 17, 2025 meeting, the Commission Streamlining Task Force recommended removing other interdepartmental coordination groups, such as the Committee for Utility Liaison on Construction and Other Projects (CULCOP) and the Municipal Green Building Task Force, from the Administrative Code and reconstituting them as passive meeting bodies. The Task Force reasoned that coordination work can continue without the full obligations of the Brown Act, which some groups have struggled to meet. For similar reasons, the Task Force may elect to apply this approach to IPIC, preserving its coordinating function while reducing administrative burden and legal risk. IPIC staff should continue publishing annual reports and other public materials to ensure transparency and accessibility of their work.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	
Appointing authority	CPC, DPW, MTA, RPD, SFCTA, OPF, DEC ¹⁷⁴	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	N/A	At will	N/A	
Term length	None	3 years maximum	No	N/A – not applicable to a staff working group
Term limits	None	Case-by-case ¹⁷⁵	No	N/A – not applicable to a staff working group
Qualifications	Employees of nominating departments	None required ¹⁷⁶	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; establish 3-year sunset date

The Task Force should consider eliminating IPIC from code. However, if the Task Force chooses to keep the body, the Task Force should not align it to a template, since there is no staff working group template. The table above shows IPIC in comparison to the Advisory Committee template.

¹⁷⁴ City Planning, Department of Public Works, Municipal Transportation Agency, Recreation and Parks Department, San Francisco County Transit Authority, Office of Public Finance, Department of Early Childhood

¹⁷⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁷⁶ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

27. Market and Octavia Community Advisory Committee (Planning Department)

Criteria-based outcome: Combine or Eliminate			
Notes: Criteria suggest combining with other public bodies focused on planning/land use or eliminating			

Primary Department	CPC	Established	2008
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Planning and Land Use	Members (as of May 2025)	9 seats 0 vacancies
Annual Cost (FY25)	\$ 13,589 ¹⁷⁷		

Provides advice to the Planning Director, the Interagency Plan Implementation Committee, the Planning Commission, and the Board of Supervisors regarding implementation of the Market/Octavia Area Plan and the plan's community improvements ([Planning Code § 341.5](#); [Board of Supervisors Res. No. 474-08](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁷⁸	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider Combining or Eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁷⁹	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider Eliminating

¹⁷⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁷⁸ Planning Commission, Interagency Plan Implementation Committee

¹⁷⁹ Market and Octavia Area Plan

Staff Discussion:

The evaluation criteria support potentially combining the Market and Octavia Community Advisory Committee with other public bodies focused on planning and land use or eliminating it altogether.

Combining the Market and Octavia Advisory Committee does not make sense, as the Planning Commission has a much broader mandate and the Interagency Plan Implementation Committee (IPIC) is a staff working group. However, eliminating the Market and Octavia Community Advisory Committee seems reasonable, since the Planning Commission and IPIC already implement and provide oversight for the City's various Area Plans, including the Market and Octavia Area Plan. If this body is eliminated, the Planning Commission should continue to gather community input from residents about the implementation of the Market and Octavia Area Plan.

A parallel effort to sunset this body is currently underway at the Board of Supervisors. In June, draft [legislation](#) was introduced which would sunset this body six months after the ordinance becomes effective. In July, the Planning Commission recommended approval of the proposed legislation with modifications, and it was passed on first reading at the September 16th Board of Supervisors meeting. The Task Force should continue to monitor the status of this body and may wish to offer a recommendation to the Board of Supervisors if the legislation is not passed.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	
Appointing authority	Mayor and Board of Supervisors	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁸⁰	No	Align to template; institute 12-year (6 term) limits if re-authorized
Qualifications	Must live within the Market and Octavia plan area.	None required ¹⁸¹	Yes	
Establishing authority	Planning Code, Board of Supervisors Resolution	Administrative Code	No	Align to template; move from Planning Code to Administrative Code. May maintain a brief cross-reference in Planning Code for visibility
Sunset date	None	3 years	No	Align to template; 3-year sunset date

If the Task Force decides to keep the Market and Octavia Community Advisory Committee, it should be aligned to the Advisory Committee template by instituting term limits, moving its establishing authority from the Planning Code to the Administrative Code, and adding a 3-year sunset date.

¹⁸⁰ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁸¹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

28. [Planning Commission](#) (Planning Department)

Criteria-based outcome: Keep
Notes: Criteria suggest keeping and potentially absorbing other commissions

Primary Department	CPC	Established	1929
Current Type	Governance (with Regulatory functions)	Meetings (CY24)	35
Policy Area	Planning and Land Use	Members (as of May 2025)	7 seats 0 vacancies (0%)
Annual Cost (FY25)	\$1,223,842 ¹⁸²		

Oversees the Planning Department. Reviews all proposed amendments to the Planning Code, periodically recommends amendments to the City's General Plan to the Board of Supervisors, and provides findings regarding consistency with the General Plan before the Board may act on certain matters. Has review authority over most land use entitlements regulated by the Planning Code, although the Commission may delegate this review function to Department staff ([Charter § 4.105](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No ¹⁸³	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁸⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	

¹⁸² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁸³ Planning Commissions are not legally required, but are expressly authorized by State law (Cal Gov Code 65100 et seq.)

¹⁸⁴ Bayview Hunters Point CAC, Historic Preservation Commission, Interagency Planning and Implementation Committee, Market and Octavia CAC, SOMA Community Planning Advisory Committee.

	4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Because the answer to all criteria is "no," the outcome is: consider keeping.</i>			

Staff Discussion:

The evaluation criteria provide no reason for eliminating the Planning Commission and suggest that the Task Force should potentially expand its scope. The Commission oversees the Planning Department, which has a budget of \$58 million and over 150 employees (FTEs) for FY26, but the Commission's primary role is more regulatory than governance.

Planning Commissions are a fundamental part of City governance that allow for public input and transparent decision-making on land use decisions and policy. San Francisco's Planning Commission meets weekly, and meetings include reviewing and approving legislative amendments, conditional use authorizations, office allocations, large project authorizations, general plan amendments, area plans, development agreements and hearing informational items. Initially, the Planning Commission reviewed and approved all permit applications, but as development activity and the volume of permits increased, the Department now reviews most permits.

The Planning Commission pre-dates the Planning Department; it was established in the Charter nearly 100 years ago. As a result, both the Charter and Planning Code give the Planning Commission broad powers that are not fully aligned with how other City departments and their governing bodies are structured. The Planning Commission's mandate has not updated to reflect the growth and evolution of San Francisco government over the past century.

The City is making permit streamlining a priority. The Mayor's [Executive Directive 25-01](#), "Permitting Reform," directs staff to "develop and recommend amendments to the City Charter to consider merging key permitting functions into a single department." Such departmental consolidation would have a significant impact on the relevant commissions. If carried out, this kind of consolidation would significantly change how commissions oversee permitting and land use, since their roles and responsibilities could shift or even be reduced. Because of this, any recommendation from the Task Force regarding the Planning Commission should reflect the latest considerations stemming from the directive to the extent information is available. Accordingly, the Task Force should recommend that staff and the City Attorney's Office request an update from the Mayor's Office and PermitSF leadership to ensure that the Task Force's work is informed by those developments.

While the evaluation criteria suggest expanding the Commission's scope, the Task Force may want to consider its scope more holistically, by evaluating which functions and responsibilities should remain with the Department, and whether the Planning Commission should absorb functions of the Historic Preservation Commission and various community advisory committees.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Split appointments: 4 Mayoral and 3 Board of Supervisors appointees.	Mayor	No	Align to template; Mayor is the only appointing authority.
Appointment confirmations	Yes ¹⁸⁵	No confirmations ¹⁸⁶	No	Align to template; no confirmations but allow Board to reject with 2/3 majority.
Member removal	For cause	At will	No	Align to template; each authority may remove their own appointees at will.
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; add 3-term limits.
Qualifications	None	None required ¹⁸⁷	Yes	
Establishing authority	Charter	TBD	TBD	No change; keep in Charter
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes; nominates 3 candidates for hiring, has sole firing authority.	Consultative responsibilities only	No	Align to template; remove hiring and firing authority from Commission.
Contract approval authority	Approves very few contracts, 1-2 per year.	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	

¹⁸⁵ Per the Charter: each nomination of the Mayor and the President of the Board of Supervisors is subject to approval by the Board of Supervisors, and shall be the subject of a public hearing and vote within 60 days. If the Board fails to act on the nomination within 60 days of the date the nomination is transmitted to the Clerk of the Board of Supervisors, the nominee shall be deemed approved. The appointment shall become effective on the date the Board adopts a motion approving the nomination or after 60 days of the date the nomination is transmitted to the Clerk of the Board of Supervisors.

¹⁸⁶ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁸⁷ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Employee discipline authority	None	No role ¹⁸⁸	Yes	

The Task Force should recommend aligning the Planning Commission to the governance commission template by having the Mayor be the sole appointing authority for all members, aligning appointment confirmations to Charter § 3.100.18, adding three-term limits for appointees, and removing hiring and firing authority.

¹⁸⁸ Exceptions if this is currently required by law

29. South of Market Community Planning Advisory Committee (Planning Department)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest combining with the SoMa Community Stabilization Fund Community Advisory Committee (CAC) or eliminating

Primary Department	CPC	Established	2019
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Planning and Land Use	Members (as of May 2025)	11 total seats 4 vacant seats (36%)
Annual Cost (FY25)	\$13,589 ¹⁸⁹		

Provides residents, workers, and community stakeholders a direct role in advising City officials on managing growth in the Central SoMa, Western SoMa, and East SoMa Area Plans. Reviews development proposals, recommends priorities for public improvements funded through impact fees and community facilities districts, and helps monitor implementation of the SoMa area plans over time ([Admin. Code § 5.26](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	Consider combining or eliminating
	3B. Could these issues be addressed by applying templates?	Yes	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁹⁰	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider Combining or Eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	

¹⁸⁹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁹⁰ SoMa Community Stabilization Fund Community Advisory Committee, Interagency Planning and Implementation Committee; Planning Commission

5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁹¹	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider combining or eliminating

Staff Discussion:

The South of Market Community Planning Advisory Committee (CPAC) was established in 2019 as part of the City’s broader implementation of the Central SoMa, Western SoMa, and East SoMa Area Plans. It was created to give residents, workers, and community stakeholders a direct role in advising City officials on how growth in these plan areas should be managed. The Committee reviews development proposals, recommends priorities for public improvements funded through impact fees and community facilities districts, and helps monitor implementation of the SoMa area plans over time. By bringing together voices representing small business, affordable housing, labor, cultural preservation, and social services, the Committee was intended to ensure that large-scale development in SoMa is balanced with investments that reflect community needs and protect neighborhood character.

The Task Force could consider combining the CPAC with the SoMa Community Stabilization Fund Community Advisory Committee (CAC). However, the two bodies serve distinct purposes. The CPAC focuses on long-term land use and development issues, such as reviewing major projects and prioritizing community improvements, while the CAC oversees how dedicated funds are spent to prevent displacement, preserve cultural assets, and support affordable housing and workforce stability. Merging them could risk weakening either planning oversight or community stabilization, though closer coordination between the two could improve alignment where development and community protection intersect.

The Task Force could also consider eliminating the CPAC, which may streamline processes by allowing staff to conduct outreach and gather community input directly, without the administrative burden of maintaining a formal body. This could give staff more flexibility in designing engagement tailored to specific projects or needs and reduce duplication with other committees. However, without a standing committee, there may be less consistency in how community voices are included, and residents could perceive that opportunities for influence are less transparent or less equitable. A formal committee provides a guaranteed public forum with defined membership and procedures, whereas staff-led outreach might vary in scope or visibility depending on resources and priorities.

Finally, although the evaluation criteria do not suggest this, the Task Force may choose to keep the CPAC, which was created only six years ago as part of a rezoning process. When it was initially discussed as a “borderline inactive” body at the Task Force’s August 20, 2025 meeting, public commenters from SOMCAN and SOMA Pilipinas emphasized that CPAC provides a vital forum for SoMa residents to weigh in on planning and rezoning decisions. They noted that eliminating the committee would remove an important avenue for community voices in shaping land use, development, and neighborhood priorities. If the Task Force decides to keep the CPAC, it may also

¹⁹¹ Single neighborhood: SoMa

wish to reduce the number of seats to address the current 36% vacancy rate, and option which is described in more detail on the following page.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11	15 maximum	Yes	Consider reducing seats
Appointing authority	Mayor (4 seats) and Board of Supervisors ¹⁹² (7 seats)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	3 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁹³	No	Add 4-term limits
Qualifications	Small business, infrastructure/safety, cultural preservation, affordable housing, social services, parks/open space, labor/employment expertise, plus general community members ¹⁹⁴	None required ¹⁹⁵	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	2035	3 years	No	Modify to sunset in 3 years

While the SoMa CPAC falls within the Advisory Committee template maximum of 15 seats, the body also meets the Task Force’s definition of “borderline inactive” because at 36%, its vacancy rate exceeds 25%. Should the Task Force choose to keep the CPAC, it may consider reducing the number of seats to address the vacancy rate. However, the body did not cancel any meetings in 2024, indicating that it does not suffer from issues making quorum.

¹⁹² Nominated by the District 6 Supervisor and appointed by the Board of Supervisors.

¹⁹³ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁹⁴ Expertise in small business, pedestrian and transit safety, historic or cultural preservation, affordable housing development, and direct social services for SoMa residents. One seat is reserved for someone with a record of advocacy for parks, recreation, or open space, and another for someone with labor or workforce development experience. Several seats have no special qualifications. Each seat is required to have an alternate member who can step in if the primary member is absent or the seat is vacant.

¹⁹⁵ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Policy Area: Workforce Development

30. Committee on City Workforce Alignment (Office of Economic and Workforce Development)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - Could be a staff working group passive meeting body and deleted from code

Primary Department	ECN	Established	2022
Current Type	Staff Working Group	Meetings (CY24)	4
Policy Area	Workforce Development	Members (as of May 2025)	17 seats 1 vacancy (6%)
Annual Cost (FY25)	\$275,108 ¹⁹⁶		

Brings together City department heads, nonprofit executives, and labor leaders to better coordinate workforce development services across City departments and increase service effectiveness through methods such as program evaluation and deduplication of client data. Will establish a shared approach to workforce development services that leads to measurable system success ([Administrative Code § 30.5](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁹⁷	
	4B. Could this body reasonably be combined with others in its policy area?	No	

¹⁹⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁹⁷ Workforce Investment Board

	4C. Could this body reasonably take on the work of others in its policy area?	No
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
	5B. Could those interests be adequately represented by some other body or City department?	N/A
<i>Because the answer to all criteria is "no," the outcome is: consider keeping</i>		

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Committee on City Workforce Alignment, which was established to coordinate workforce development programs across multiple departments and funding streams, filling a system-level role. Eliminating or combining it could risk leaving gaps in citywide workforce planning and oversight. At the same time, the Committee is relatively new, and some of its coordination functions could likely be carried out by staff in consultation with relevant stakeholders, leaving open the question of whether a separate body is necessary.

In the past, the Workforce Investment San Francisco (WISF) board took on this citywide role in addition to its federally required responsibilities. That structure proved unworkable: WISF is best suited to focus on overseeing federal workforce funding, which represent only a small share of overall resources, while the broader \$200 million citywide workforce system requires a separate body to ensure coordination, avoid duplication, and guide strategy across departments. The Alignment Committee was created three years ago to fill that gap and provide the oversight and coordination WISF could not manage well.

At its September 17, 2025 meeting, the Commission Streamlining Task Force recommended removing other interdepartmental coordination groups, such as the Committee for Utility Liaison on Construction and Other Projects (CULCOP) and the Municipal Green Building Task Force, from the Administrative Code and reconstituting them as passive meeting bodies. The Task Force reasoned that coordination work can continue without the formal obligations imposed by the Brown Act, which some groups have struggled to meet. For similar reasons, the Task Force may elect to apply this approach to the Committee on City Workforce Alignment, preserving its coordinating function while reducing administrative burden and legal risk.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	17	15 maximum	No	Align to template; reduce by 2 seats
Appointing authority	Mayor (3 seats); Board of Supervisors (3 seats); various City departments (11 seats) ¹⁹⁸	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	3 years	3 years maximum	Yes	
Term limits	None	Case-by-case ¹⁹⁹	No	Align to template; incorporate term limits for public seats
Qualifications	In addition to the 11 City employees, 6 public members must be nonprofit workforce providers or experienced labor representatives ²⁰⁰	None required ²⁰¹	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	No	3 years	No	Align to template; add a 3-year sunset date

¹⁹⁸ Board of Supervisors or another City employee; Office of Economic and Workforce Development; Human Rights Commission; Human Services Agency; Department of Children, Youth and Their Families; Public Utilities Commission; Human Resources; Public Health; Public Works; Homelessness and Supportive Housing; Adult Probation

¹⁹⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁰⁰ Four seats are filled by nonprofit representatives providing workforce development services to low-income residents and those with barriers to employment, while the two remaining public seats are filled by labor representatives with leadership experience and expertise in workforce development systems, policies, and apprenticeship programs,

²⁰¹ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

The Committee on City Workforce Alignment is a hybrid Staff Working Group and Advisory Committee body. The table above shows the Committee in comparison to the Advisory Committee template for the Task Force's consideration, since there is no Staff Working Group template.

The Committee currently has 17 seats, while the Advisory Committee template maximum is 15 seats. The Task Force should direct staff to work with the Office of Economic and Workforce Development on which two seats are least useful. It may be that one or two of the 11 City departments is not necessary. Otherwise, the body could be reduced from four to three non-profit representatives and from two to one labor representatives. Alternatively, the Task Force may elect to grant an exception for the Committee and make no changes to the number of seats.

Term limits for the public seats should be added to ensure broad participation over time and give more nonprofits and labor representatives a chance to engage.

Finally, while workforce development is an ongoing need, the Committee should have a sunset date to ensure it remains effective and to allow the Board of Supervisors and the public to review its progress and make adjustments if necessary.

31. [Workforce Investment Board](#) (Office of Economic and Workforce Development)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	ECN	Established	2007
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Workforce Development	Members (as of May 2025)	Unlimited seats; currently 28 are filled. Vacancies are not applicable.
Annual Cost (FY25)	\$ 94,677 ²⁰²		

Oversees San Francisco's workforce development strategies and receives and manages the City's federal funding through the Workforce Innovation and Opportunity Act (WIOA) (Workforce Innovation and Opportunity Act, 29 U.S.C. § 3101 et seq., California Unemployment Insurance Code § 14200 et seq., [San Francisco Administrative Code Chapter 30](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	N/A
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	N/A
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²⁰³	No
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

²⁰² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

²⁰³ Committee on City Workforce Alignment

5B. Could those interests be adequately represented by some other body or City department?	N/A
<i>Because the answer to all criteria is "no," the outcome is: consider keeping</i>	

Staff Discussion:

Federal Workforce Innovation and Opportunity Act (WIOA) funding requires every local area to have a workforce development board specifically to oversee federal funding. San Francisco's Workforce Investment Board is known as Workforce Investment SF, or WISF. Its functions cannot be transferred to another board or commission. Thus, the Task Force must keep WISF.

As described in the Committee on City Workforce Alignment, approximately fifteen years ago, WISF included a citywide role in addition to its federally required responsibilities. That structure proved unworkable: WISF is best suited to focus on overseeing federal workforce funding, which represents only a small share of overall resources, while the broader \$200 million citywide workforce system should be handled separately.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	Indefinite quantity; 28 filled seats	15 maximum	No	Align to template; remove 11 members
Appointing authority	Mayor	N/A	N/A	
Appointment confirmations	Board of Supervisors has 30 days to reject ²⁰⁴	No confirmations	No	Align to template; remove BOS opportunity to reject Mayoral appointees
Member removal	By 2/3 vote of members ²⁰⁵	At will	No	No recommendation – Task Force to discuss
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ²⁰⁶	No	Align to template; add 6-term limits
Qualifications	Federally mandated to ensure a mix of business, labor, education, and community representatives	None required ²⁰⁷	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Do not align to template; federally required

The Workforce Investment Board is an Advisory Committee with 28 members, almost twice the maximum recommended by the Task Force's Advisory Committee template. The Task Force should direct staff to confer with the Office of Economic and Workforce Development (OEWD) about how well WISF currently operates and whether reducing the number of seats might make the body more effective. Unlike most commissions, WISF's seats are not set in the Administrative Code, so a maximum number of seats would need to be added there to

²⁰⁴ Prior to making any appointments to the WISF, the Mayor shall submit the name of each nominee to the Board of Supervisors. Unless BOS disapproves a nominee within 30 days after receipt of the Notice of Appointment, the appointment shall become final. The Mayor need not submit WISF nominees to the BOS for approval if the Mayor appoints two members of BOS to the WISF, which has been the common practice.

²⁰⁵ Per bylaws section 4.10: Any Member may be recommended for removal from membership by a vote of two-thirds of the Members present and voting

²⁰⁶ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁰⁷ Advisory Committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

make this change effective. Based on the federal [Workforce Innovation and Opportunity Act Section 107\(b\)](#), Local Workforce Development Boards must contain a minimum of 17 members. OEWD appreciates having a broad cross-section of business and labor representation.

The Task Force should also remove the Board of Supervisors' ability to reject mayoral appointees and establish term limits for members.

Currently, member removal is governed by WISF's bylaws. The Task Force may choose to ask WISF to amend its bylaws, add removal language into the Administrative Code, or leave the current system in place.

Finally, because WISF is federally required, a sunset date is not appropriate. An exception to the Advisory Committee template should be made for this body.



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

KEY INFORMATION ON PROPOSITION E PROCESS AND TIMELINE

In November 2024, voters approved Proposition E, which created the Commission Streamlining Task Force (“Task Force”). This group is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City’s appointive boards and commissions (“public bodies”) to make the government run better.

Task Force Recommendation Process

The Task Force will discuss and vote on initial recommendations in public meetings from **August through November 2025**. Approximately 1.5 weeks before each meeting, staff will post informational memos online that include criteria-based proposals for which bodies to keep, eliminate, or modify. The Task Force can clarify or modify any of its decisions at any time until **February 1, 2026**.

Task Force recommendations on bodies in the Charter or approved by voters can only be implemented by putting a Charter amendment on the ballot. The City Attorney will draft a Charter amendment based on the Task Force’s recommendations. The Board of Supervisors then must decide if they want to modify the Task Force’s proposed amendment and if they want to put the amendment on the ballot. Any changes to bodies in the Charter will only be final if the Board of Supervisors votes to place a measure on the ballot and the voters approve the measure on November 3, 2026.

Task Force recommendations on bodies in the Municipal Codes can be implemented by ordinance, without going to the ballot. The Task Force may direct the City Attorney to draft ordinances based on the Task Force’s recommendations that the Task Force can introduce at the Board of Supervisors at any time. These ordinances shall go into effect within 90 days unless rejected by a two-thirds vote of the Board of Supervisors (8 of 11 members).

Key Dates

- **Public meetings** where the Task Force will discuss public bodies by policy area:
 - **Sep 3:** Public Safety
 - **Sep 17:** Infrastructure, Climate, and Mobility
 - **Oct 1:** Housing and Economic Development
 - **Oct 15:** Public Health and Wellbeing
 - **Nov 5:** General Administration and Finance
- **By February 1, 2026:** Task Force will finalize recommendations and vote to approve its final report.
- **By March 1, 2026:** City Attorney’s Office will draft a Charter amendment based on the Task Force’s recommendations.
- **By April 1, 2026:** Board of Supervisors will hold a hearing on the Task Force’s final report and recommendations.
- **By July 2026:** Board of Supervisors will decide whether to place a Charter amendment on the November 2026 ballot.
- Task Force can introduce ordinances at the Board of Supervisors at any time, but likely not until **early 2026**



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Hannah Kohanzadeh, Principal Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office
Chelsea Hall, Senior Project Analyst, City Administrator's Office

DATE: October 3, 2025

SUBJECT: Criteria-Based Outcomes and Associated Analysis for Public Health and Wellbeing Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss 30 Public Health and Wellbeing bodies at its October 15, 2025, meeting. This memo provides information the Task Force may use to inform the recommendations for these policy bodies.

Staff applied a set of evaluation criteria to each body, which resulted in the "Criteria-Based Outcome" reported at the top of each section. For each body, this memo also provides an overview, a summary of relevant information and analysis, and the application of a template¹ where applicable. City departments, commissioners, and members of the public provided some contextual information that informs these sections.

After reviewing each body, **the application of evaluation criteria results in the recommendation to keep up to 17 bodies and combine or eliminate up to 16 bodies.**

¹ The Task Force created templates for Advisory Committees, Governance Commissions, and Appeals Boards with the goal of providing standards for each type of body. These templates may inform recommended changes to current bodies and the Task Force will determine how to memorialize these templates so that they may inform the creation of future bodies. The templates are available on the Task Force's website <https://www.sf.gov/commission-streamlining-task-force> under "Resources."

Category	Evaluation Criteria	Outcome if Yes
1 Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
	1B. Does this body fulfil some function required by state or federal law?	Go to 1c
	1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or combining
	3B. Could these issues be addressed by applying templates?	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
	4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5B
	5B. Could those interests be adequately represented by some other body or City department?	Consider combining or eliminating
If the answer is “no” to all criteria, consider keeping the body.		

At its October 15, 2025, meeting, the Task Force may vote to eliminate any or all of these bodies from the charter or code. If the Task Force recommends eliminating a body at the October 15th meeting, the City Attorney will prepare draft legislation removing it from the charter or code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

Comments pertaining to a specific body or bodies will be shared with Task Force members if emailed to commissionstreamlining@sfgov.org 24 hours prior to the Task Force meeting.

Decisions made by the Task Force will be memorialized in an updated “Decision Log” available in the “Resources” section of the Task Force’s website (<https://www.sf.gov/commission-streamlining-task-force>).

Version History

Version	Date	Description
1	10/03/2025	Original
2	10/10/2025	Added current establishing authority to summary table on pages 5-8; Moved Free City College Oversight Committee to Children and Youth policy area; Moved Family Violence Council to Human Rights policy area; Consolidated Disability and Aging Services and Human Services into a new policy area called Human Services Agency Bodies; corrected LGBTQI+ Advisory Committee evaluation criteria result; Made minor edits throughout for clarity and accuracy
3	10/14/2025	Revised the Immigrant Rights Commission summary notes on page 7 to match the full narrative that begins on page 94.

Summary of Recommended Actions for Public Health and Wellbeing Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
Children and Youth						
Child Care Planning and Advisory Council	DEC	Early Childhood	Code	Keep	- Fulfills a state legal mandate - No other body could meet state requirements without significant changes	Advisory
Children and Families First Commission	DEC	Early Childhood	Charter	Keep	Legally required	Other
Children, Youth and Their Families Oversight and Advisory Committee	DCYF	Children, Youth, and Their Families	Charter	Keep or combine	- Has been borderline inactive but vacancies are being filled - Possible to combine with EC COAC, though significant challenges to work through. - May also consider keeping since no other body exists to fulfill functions	No recommendation (governance or advisory)
Early Childhood Community Oversight and Advisory Committee	DEC	Early Childhood	Code	Combine or eliminate	- May combine with DCYF OAC, though significant challenges to work through. - If eliminated, other bodies can absorb its functions	Advisory
Free City College Oversight Committee	DCYF	Children, Youth, and Their Families	Code	Keep	Criteria provide no reason to eliminate	Advisory
Our Children, Our Families Council	DCYF	Children, Youth, and Their Families	Charter	Eliminate	- Inactive for 5+ years - Work can be accomplished by DCYF staff or via passive meeting body	N/A
Service Provider Working Group	DCYF	Children, Youth, and Their Families	Charter	Eliminate	- Does not appear to meet Brown Act requirements - Should become a passive meeting body	N/A
Youth Commission	BOS	Board of Supervisors	Charter	Keep	Can't reasonably be combined with other bodies	Advisory

6 | Summary of Recommended Actions for Public Health and Wellbeing Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
Community Health						
Behavioral Health Commission	DPH	Public Health	Code	Keep	Fulfills a state legal mandate	Advisory
Food Security Task Force	DPH	Public Health	Code	Combine or eliminate	- Criteria suggest eliminating and allowing either the Human Services Commission or City staff to absorb functions - Role overlaps with HSA's Citywide Food Access Team - Sunsets in mid-2026	N/A
Health Commission	DPH	Public Health	Charter	Keep	Fulfills legal requirements impractical to be handled elsewhere	Governance
Sugary Drinks Distributor Tax Advisory Committee	DPH	Public Health	Code (voter-approved)	Eliminate	Criteria suggest eliminating and allowing either the Food Security Task Force or City staff to absorb functions	N/A
Homelessness						
Homelessness Oversight Commission	HOM	Homelessness and Supportive Housing	Charter	Combine or eliminate	May keep and expand scope by absorbing functions of other homelessness-related bodies.	No recommendation (governance or advisory)
Local Homeless Coordinating Board	HOM	Homelessness and Supportive Housing	Code	Combine or eliminate	- Functions are legally required but the body is not - Functions may be absorbed by Homelessness Oversight Commission - May be kept and expanded by absorbing functions of other advisory bodies	N/A
Our City, Our Home Oversight Committee	CON	Controller's Office	Code (voter-approved)	Combine or eliminate	Functions should be absorbed by Homelessness Oversight Commission	N/A

7 | Summary of Recommended Actions for Public Health and Wellbeing Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
Shelter Grievance Advisory Committee	HOM	Homelessness and Supportive Housing	Code	Eliminate	If not eliminated, may be combined with the Homelessness Oversight Commission	N/A
Shelter Monitoring Committee	HOM	Homelessness and Supportive Housing	Code	Combine or eliminate	- If not eliminated, may be combined with the Homelessness Oversight Commission - Scheduled to sunset in 2027 - May be kept as a passive meeting body	N/A
Human Rights						
Commission on the Status of Women	WOM	Department on the Status of Women	Charter	Keep	- Criteria do not provide any reason for elimination - Only body dedicated to gender equity across City operations - Could shift to an advisory role	No recommendation (governance or advisory)
Family Violence Council	MOVR	Mayor's Office of Victims' Rights	Code	Keep	Criteria do not provide any reason for elimination	Advisory
Human Rights Commission	HRC	Human Rights Commission	Charter	Keep	- Criteria do not provide any reason for elimination - Serves as the City's primary equity commission, with capacity to be an umbrella for the work of more specific commissions - Could shift to an advisory role	No recommendation (governance or advisory)
Immigrant Rights Commission	ADM	City Administrator's Office	Code	Keep	- Criteria do not provide any reason for elimination - Only dedicated City forum for immigrant voices and language access	Advisory

8 | Summary of Recommended Actions for Public Health and Wellbeing Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
LGBTQI+ Advisory Committee	HRC	Human Rights Commission	Code	Keep	- Body is borderline inactive, but the Task Force should consider keeping - Only dedicated forum for LGBTQI+ representation and policy input - Vacancy rate, infrequent meetings, and lack of online meeting details raise questions about the body's level of commitment	Advisory
Human Services Agency Bodies						
Advisory Council to the Disability and Aging Services Commission	HSA	Human Services Agency	Code	Keep	- Legally required to exist - Consider absorbing the Dignity Fund's Oversight and Advisory Committee's functions	Advisory
Dignity Fund Oversight and Advisory Committee	HSA	Human Services Agency	Charter	Combine or eliminate	Criteria suggest eliminating and allowing the Advisory Council to the Disability and Aging Commission to absorb functions	N/A
Dignity Fund Service Providers Working Group	HSA	Human Services Agency	Charter	Combine or eliminate	- Does not appear to meet Brown Act requirements - Criteria suggest eliminating and allowing to function as a passive meeting body or external advocacy group.	N/A
Disability and Aging Services Commission	HSA	Human Services Agency	Charter	Keep or combine	Fulfills a legal requirement impractical to be handled elsewhere	Governance
Human Services Commission	HSA	Human Services Agency	Charter	Keep or combine	Could possibly be combined with Disability and Aging Services Commission, though there are reasons not to	No recommendation (governance or advisory)

9 | Summary of Recommended Actions for Public Health and Wellbeing Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
					If not combined, should be kept	
In-Home Supportive Services Public Authority Governing Board	HSA	Human Services Agency	Code	Keep	- Fulfills a legal requirement - May consider alternative means of compliance, but this is likely unnecessary	No recommendation
Long Term Care Coordinating Council	HSA	Human Services Agency	Neither	Eliminate	Body is inactive	N/A
Veterans' Affairs Commission	HSA	Human Services Agency	Code	Keep	Criteria provide no reason to eliminate	Advisory

Policy Area: Children and Youth

Children and Youth Public Bodies Overview

Over the past 35 years, San Francisco has developed a complex governance structure for children's services, shaped by state mandates and local funding initiatives. It began in the 1990s with required bodies like Child Care Planning & Advisory Council (CPAC) and the Children and Families First Commission and expanded over time to include bodies to oversee new funding streams and City departments. The resulting system encompasses seven bodies and is likely not one City leaders would design if starting from scratch but reflects evolving needs and legal constraints. Today, two departments oversee most children's services – the Department of Early Childhood (DEC), serving prenatal to age five, and the Department of Children, Youth, and Their Families (DCYF), primarily serving ages 5 to 24. Each department administers three bodies with related but distinct roles.

Timeline:

Year	Events
1991	• DCYF (Department of Children, Youth, and Their Families) created to administer the newly established Children's Fund. • California law requires each county to establish a local child care and development planning council.
1995	• CPAC (Child Care Planning & Advisory Council) established to comply with California law. Focused on child care for ages 0–12.
1996	• Youth Commission established by voters to advise the Mayor and Board of Supervisors on issues relating to children and youth
1998	• Children and Families First Commission formed to manage Prop 10 tobacco tax funds for early childhood development. Initially part of DCYF, later became a standalone department (First 5). More comprehensive scope than CPAC, including early care/education, health services, and family supports for ages 0-5.
2000	• Voters reauthorize the Children's Fund and establish a Children's Fund Citizens' Advisory Committee, which is replaced by a decision-making body (OAC) in 2015.
2004	• Public Education Enrichment Fund (PEEF) established by San Francisco voters, including funding for early care and education allocated to First 5.
2012	• Office of Early Care and Education (OECE) created to align early care and education efforts across DCYF, First 5, HSA, and SFUSD.
2014-2015	• San Francisco voters reauthorize Children's Fund and PEEF and establish three new bodies: ○ Children, Youth, and Their Families Oversight and Advisory Committee (OAC) to advise DCYF, oversee Children's Fund allocations, and approve key planning documents ○ Service Provider Working Group (SPWG) to advise OAC on the needs of service providers ○ Our Children, Our Families Council (OCOF) to coordinate across City departments, SFUSD, and community-based organizations

	• Early Childhood Community Oversight and Advisory Committee (EC COAC) created by the Board of Supervisors to advise OECE.
2017	• The City entered into an MOU with City College to fund the Free City College program on a trial basis
2018	• San Francisco voters pass Commercial Rents Tax (aka Baby Prop C) to fund early care and education. Funds directed to OECE.
2019	• The City entered into an MOU with City College to fund the Free City College Program through 2029. The Free City College Oversight Committee is established.
2022	• Department of Early Childhood (DEC) established by merging First 5 and OECE. Both the Children and Families First Commission and EC COAC are retained to govern/advise DEC, holding joint meetings 4x per year.
Legend: • New Department, New Funding Source, New Policy Body	

There are opportunities to streamline these seven groups while maintaining legal compliance, meeting departmental needs, and ensuring continued oversight of children's funding and programming.

- The **Children and Families First Commission** must be kept, as it is state-mandated to oversee Prop 10 funds. It also serves as the de facto governance body for DEC.
- The **Child Care Planning and Advisory Council (CPAC)** should also be kept, as state law is prescriptive and any replacement would closely resemble the existing body.
- The **Youth Commission** should be kept, as it's an effective body and there is no reason to eliminate it.
- The **Our Children, Our Families Council (OCOF)** should be eliminated due to inactivity, with its functions absorbed by DCYF staff and/or a passive meeting body.
- The **Service Provider Working Group (SPWG)**, while effective, does not appear to operate as a public meeting body subject to the Brown Act and should either be removed from the Charter or brought into compliance with the Brown Act and advisory committee template. If eliminated, DCYF should reconstitute it as a passive meeting body so that it can continue operating as-is.
- The Task Force has several options for the **DCYF Oversight and Advisory Committee (OAC)** and the **Early Childhood Community Oversight and Advisory Committee (EC COAC)**.
 - **Consider combining** into a single body with oversight of all children's services. However, combining these groups would be challenging since these services are funded and administered by different departments.
 - **If not combined:**
 - **Consider keeping DCYF OAC**, which provides valuable oversight of DCYF's large grant portfolio.
 - **Consider eliminating EC COAC**, which overlaps completely with the Children and Families First Commission.

1. Child Care Planning and Advisory Council (Department of Early Childhood)

Criteria-based outcome: Keep

Notes:

- Fulfills a legal mandate from the State
- No other body could meet State requirements without changes to scope, membership, and appointing authorities

Primary Department	DEC	Established	1995
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Children and Youth	Members (as of May 2025)	25 total seats 3 vacant seats (12%)
Annual Cost	\$288k ²		

Creates and drives the child care and early education agenda to meet the needs of children birth to age 12 and their families in San Francisco ([Administrative Code § 5.200](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes ³	
	1C. Could either another body or City staff fulfil this legal requirement?	No	Keep
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵	
	5B. Could those interests be adequately represented by some other body or City department?	No	

² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

³ The City must have a local child care and development planning council, with seat qualifications and appointment authority set in state law. But the City could designate another existing child care planning council or coordinated child and family services council as the local planning council.

⁴ Children and Families First Commission, Early Childhood Community Oversight and Advisory Committee, Children, Youth, and Their Families Oversight and Advisory Committee

⁵ Childcare for ages 0-12

Staff Discussion:

The Childcare Planning and Advisory Council (CPAC) fulfills a state legal mandate as San Francisco's local child care and development planning council (LPC). While the City could designate some other body as its LPC, CPAC appears to be a well-functioning group, and no other public body could meet the state requirement without changes to scope, membership, and appointment structures.

In 1991, California passed legislation establishing LPCs in each county, and CPAC was formally established by local ordinance in 1995. Its primary purpose is to advise public officials on childcare issues and to serve as a representative planning and advocacy body to support the maintenance, expansion, and improvement of childcare services citywide. State law requires CPAC to advise on childcare for children up to age twelve, covering both early care and education (ECE) for children under five and out-of-school time (OST) programs for school-aged children.⁶ In practice, CPAC mostly focuses on the ECE system while the Department of Children, Youth, and Their Families (DCYF) leads most OST planning and funding.⁷ CPAC is largely funded through a state pass-through grant administered by the San Francisco Department of Early Childhood (DEC), which CPAC uses to contract for full-time staff support.

CPAC conducts several legally required functions, including conducting childcare needs assessments for San Francisco at least every five years, developing a countywide childcare plan, and setting priorities for state and local funding. In addition to its statutory requirements, CPAC reviews and provides input on key decisions and initiatives related to the City's broader ECE strategy. In the last year, CPAC produced several reports to guide childcare investments, hosted a Mayoral candidate forum, collaborated with SFUSD and DEC on a Universal Pre-Kindergarten plan, and hosted a working group with State and local agencies on Title 5 childcare regulations.

CPAC meetings tend to include input from a diverse group of stakeholders, including parents, providers, educators, and advocates. Typically, CPAC meetings draw 50–70 attendees both in-person and online. In addition, over 150 community members subscribe to receive meeting updates. The number of public commenters varies, with 5–15 comments at a typical meeting, with more engagement in meetings that discuss budget allocations, childcare subsidies, or childcare employee compensation.

Two other bodies advise on the ECE system, though neither could be reasonably combined with CPAC. Both have broader scopes that include topics beyond childcare. Eliminating CPAC or combining CPAC with any of these other bodies would require the combined group to meet the State's membership and appointing requirements for an LPC, which are highly tailored toward childcare. Any combination may also create more work for City employees, who do not currently

⁶ Early care and Education (ECE) programs serve children aged 0–5, and include programs such as childcare, pre-kindergarten, and transitional kindergarten. Out-of-school time (OST) programs serve school-aged children (5–18) and include programs such as afterschool and summer programming.

⁷ The Department of Children, Youth, and Their Families (DCYF) funds most OST programming in San Francisco and conducts a community needs assessment (CNA) every five years. CPAC noted that OST programming was out-of-scope in their latest childcare needs assessment and referenced DCYF's CNA as a comprehensive source of information on the childcare needs of school aged children.

provide staffing or support for CPAC, but do provide staffing and support for related meeting bodies.

If San Francisco were developing a commission system from scratch, it might not choose to create a body solely focused on childcare. However, CPAC was established before any related bodies, in response to a state law, and appears to be functioning effectively. If it were eliminated, some other body would have to assume its responsibilities and adjust their membership and appointing authorities to conform with state law. Combining or eliminating CPAC likely does not make sense.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	25	15 maximum	No	Align to template; reduce to 15 members
Appointing authority	Board of Supervisors, Board of Education ⁸	N/A	N/A	
Appointment confirmations	11 members nominated by individual members of the Board of Supervisors and 1 member nominated by the President of the Board of Supervisors are subject to approval by the full Board.	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	3 years	3 years maximum	Yes	
Term limits	2 consecutive terms	Case-by-case ⁹	Yes	
Qualifications	• 20% childcare consumers • 20% childcare providers • 20% public agency representatives • 20% community representatives • 20% discretionary	None required ¹⁰	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	No change; required by state law

The Task Force may consider partially aligning CPAC with the advisory committee template by reducing its membership from 25 to 15. Any changes must comply with state law, which prescribes CPAC seat qualifications and appointing authority. In order to comply with state law,

⁸ California Welfare and Institutions Code § 10485 requires half of appointments to be made by the Board of Supervisors and half to be made by the County Superintendent of Schools or County Board of Education. In the case of uneven membership, both appointing entities shall agree on the odd-numbered appointee. Currently, the Board of Education appoints 12 seats, the Board of Supervisors appoints 12 seats (1 by each Supervisor and 1 by the BOS President), and 1 seat is appointed jointly

⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁰ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

the Task Force could choose to eliminate one Board of Supervisors appointed seat and one Board of Education appointed seat from each of the five appointment categories – childcare consumers, childcare providers, public agency representatives, community representatives, and discretionary seats.

The Task Force may also consider deviating from the template for membership size. CPAC regularly meets quorum and its 25-member structure includes representation from all 11 Supervisorial districts and various types of childcare providers. By reducing CPAC's membership to 15, the Board of Supervisors would only be able to appoint 7 members while still complying with state law. San Francisco's ECE ecosystem includes ~1,300 licensed providers and diverse funding streams (city, state, private pay, school district). CPAC's broad membership allows for meaningful representation of this complexity in all recommendations.

The Task Force should not establish a sunset date, since CPAC fulfills an ongoing legal requirement.

Finally, the Task Force should direct the City Attorney's Office to remove outdated references to DCYF providing administrative support for CPAC and re-assign responsibility to DEC.

2. [Children and Families First Commission](#) (Department of Early Childhood)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	DEC	Established	1998
Current Type	Other	Meetings (CY24)	7
Policy Area	Children and Youth	Members (as of May 2025)	9 total seats 2 vacant (22%)
Annual Cost	\$188k ¹¹		

Promotes, supports, and improves the early development of children from the prenatal stage to five years of age and guides the local use of Proposition 10 funds ([Cal. Health & Safety Code §§ 130100 - 130155](#); [Charter § 16.123-4](#); [Admin. Code Chapter 86](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	
	5B. Could those interests be adequately represented by some other body or City department?	No	

Staff Discussion:

The Children and Families First Commission is legally required to exist under Cal. Health & Safety Code sections 130100 et seq. Its functions cannot be transferred to another body.

¹¹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

In 1998, California voters adopted Proposition 10, which established a fifty-cent tax on all tobacco products. The proceeds from this tax are used to fund early childhood programming. San Francisco receives about \$5 million or less per year.

The Children and Families First Commission, also known as First 5, is a decision-making body that guides the City's use of Proposition 10 funds. It also reviews and makes recommendations regarding the Department of Early Childhood's (DEC) annual budget submission and may recommend candidates for Director of DEC. DEC was formed in 2022 as a merger of two existing city departments, First 5 and the Office of Early Care and Education (OECE). The Children and Families First Commission previously oversaw First 5. State and local law only grants the Children and Families First Commission with approval authority for Proposition 10 funds, though in practice the Commission exercises approval authority over DEC's entire \$342 million budget and serves as a de-facto governance body for the department. The Commission also approves and re-affirms on an annual basis the department's strategic plan, which includes funding strategies for state and local dollars.

The Task Force could choose to formalize this governance role in the Charter. DEC administers a large grant portfolio impacting a vulnerable population, which may warrant a governance body to oversee the work. Alternatively, the Task Force could choose to scale back the Children and Families First Commission's responsibilities to only fulfil its legally required duties to oversee Prop 10 funds. This body is required by state law to include a member of the Board of Supervisors and several employees from other City departments, which is a unique and perhaps inappropriate structure for a governance body overseeing an executive branch department.

Four times per year, the Commission holds joint meetings with the Early Childhood Community Oversight and Advisory Committee (EC COAC), which was formed as an advisory body to OECE in 2015, and now advises DEC. While the meetings are held jointly, the two bodies must independently achieve quorum and vote separately on all issues. As an advisory body, the EC COAC cannot make budget and spending decisions.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	9	5-7	No	None
Appointing authority	BOS (5 seats), Mayor (1 seat), and DPH, HSA, DCYF (1 seat each) ¹²	Mayor	No	No change; state law requires Board of Supervisors to appoint all members
Appointment confirmations	Mayoral nominee is subject to approval by the Board of Supervisors	None ¹³	No	No change; state law requires the Board of Supervisors to appoint
Member removal	At will	At will	Yes	
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; establish term limits for public members
Qualifications	Seat-specific ¹⁴	None required ¹⁵	Yes	
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	May recommend candidates for Director of DEC to the Mayor	Consultative responsibilities only	Yes	
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes ¹⁶	Yes	Yes	

¹² Board of Supervisors, Mayor, Department of Public Health, Human Services Agency, and Department of Children, Youth, and Their Families.

¹³ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁴ Three City representatives (DPH, HSA, and DCYF Department Heads or their designees), one member of the Board of Supervisors, one representative from a Mayoral office or other City program for families at risk, one service provider, one member of the Child Care Planning and Advisory Council (CPAC), and two from a long list of eligible categories including early childhood educators, medical professionals, service recipients, SFUSD employees, or community-based organizations.

¹⁵ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁶ Legal requirement to approve Proposition 10 spending. As a matter of convenience, reviews and approves the entire DEC budget, though the commission only has advisory authority over non-Proposition 10 funds.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Employee discipline authority	None	No role ¹⁷	Yes	

The Children and Families First Commission does not neatly align with any of the Task Force’s templates and may best be characterized as “other.” This body has important governance responsibilities that largely align with the governance commission template, but a majority of its members are City employees, which is different from other governance commissions. Some of this body’s governance duties are assigned by the State (approval of Prop. 10 funds) while others are established locally (de facto budget approval authority, and consultation in department head hiring). The State requires a minimum of three City employees to sit on this body.

The Task Force may consider partially aligning to the governance commission template by establishing term limits for public members.

¹⁷ Exceptions if this is currently required by law

3. Children, Youth and Their Families Oversight and Advisory Committee (Children, Youth, and Their Families)

Criteria-based outcome: Keep or Combine	
Notes: - Criteria suggest combining or eliminating due to borderline inactivity and overlap with other bodies, but also support keeping, since no other body could fulfill its functions if eliminated. - Possible to combine with EC COAC, though this would present significant challenges - If not combined, recommend keeping: five vacancies recently filled, remaining seats expected to be filled soon, and the body adds value to DCYF.	

Primary Department	CHF	Established	2015
Current Type	Governance	Meetings (CY24)	4
Policy Area	Children and Youth	Members (as of September 2025)	11 total seats 5 vacancies (45%)
Annual Cost	\$230k ¹⁸		

Provides a forum for community members and service providers to discuss decisions regarding the Children and Youth Fund. Gives advice to the Department of Children, Youth, and Their Families (DCYF) ([Charter § 16.108-1](#); [Administrative Code § 2A.233](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	
	3B. Could these issues be addressed by applying templates?	No	Consider combining or eliminating
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	

¹⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁹	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The evaluation criteria support potentially combining the Children, Youth, and Their Families Oversight and Advisory Committee (OAC) with other bodies that oversee children's services, eliminating it entirely due to its borderline inactivity in the last year, or keeping it since its oversight function can't be adequately conducted by another body or City department.

While the OAC had a high vacancy rate in the last year, Mayor Lurie recently appointed five new commissioners, and the Board of Supervisors is actively recruiting members for the five other open seats. On October 6, the Rules Committee [prepared a motion](#) to fill one seat. DCYF expects all seats to be filled in the coming months. The Task Force should not eliminate OAC solely due to its recent borderline inactivity.

The Task Force may consider combining the OAC with other bodies that oversee children's services. Among the five other bodies with related scopes, only the Early Childhood Community Oversight and Advisory Committee (EC COAC) or the Children and Families First Commission seem like plausible candidates to be combined with the OAC; see the table below for details about all bodies considered.

Name of Body	Department	Could This Reasonably be Combined with OAC?
Our Children, Our Families Council	DCYF	No. Inactive body recommended for elimination. Included significant number of City and SFUSD staff who should not be providing oversight of DCYF.
Service Provider Working Group	DCYF	No. Conflict of interest for DCYF-funded organizations to make decisions about DCYF funding.
Childcare Planning Advisory Council	DEC	No. Fulfills a state legal mandate. Much narrower scope than OAC. Cannot assign its duties to OAC without changing OAC's membership and appointing authorities to comply with state law, which is narrowly focused on childcare.
Children and Families First Commission	DEC	Possibly. Legally required to exist. Its functions cannot be transferred to another body, but it could possibly expand its scope.
Early Childhood Community Oversight and Advisory Committee	DEC	Possibly. Parallel structure to oversee and advise on funding and programs for children aged 0-5. Advises a different department (DEC) than the OAC (DCYF). Combination would create a combined oversight structure for both departments and require significant changes to membership from both bodies.

¹⁹ Children and Youth Fund/ children and youth

Of these two possible combinations, the EC COAC may be preferable, since it allows for greater flexibility in how the bodies could be combined. The Children and Families First Commission is required to exist, with its membership and appointing authority constrained by state law and focused on early childhood. While it could possibly expand its scope to include children and youth ages 6-24, this may be a more awkward fit, given state restrictions and past practice.

The EC COAC is an advisory body for the Department of Early Childhood (DEC), which is a department that funds programming for children aged 0-5. The OAC is a governance body for DCYF, which is a department that primarily funds programming for children and youth aged 5-24. Both departments primarily issue grants and do not provide direct services. Combining the OAC and EC COAC into a new children's services body with joint oversight of DEC and DCYF could support a more aligned and coherent funding strategy from prenatal through age 24. It could also create more clarity for parents, guardians, and members of the public who wish to engage in the City's decision-making on children's issues.

However, combining these bodies may prove challenging for several reasons. First, they oversee separate City departments with separate budgets and department heads. Merging oversight bodies may only make sense if the departments were also merged, which is outside the Task Force's purview. A 2022 Charter amendment to create a consolidated Children's Agency failed to qualify for the ballot, which illustrates a lack of support for consolidation in the recent past. Second, early childhood and school-aged programs differ in their goals, funding sources, and legal/regulatory contexts. Members of a combined body would require expertise in a broader range of issues than either body currently requires. This challenge could be addressed by establishing seats for experts in both fields, though a combined body would have less time to dedicate toward each department, possibly weakening oversight and usefulness. Third, the OAC is a decision-making/governance body, while the EC COAC is purely advisory. A merger would require aligning their powers and authorities. While there currently are bodies that advise multiple City departments, there are no governance commissions that oversee more than one department. Finally, the legally-required Children and Families First Commission already exercises de-facto governance duties over DEC. Establishing a new, combined body to oversee DEC and DCYF would create duplicative and potentially confusing lines of accountability. A merger may only make sense if the Children and Families First Commission's duties were scaled back.

If the Task Force wishes to combine the OAC with EC COAC, there are two options – combine them as a governance commission or combine them as an advisory committee. Collectively, DEC and DCYF administer nearly \$700 million per year, which may suggest the need for a governance commission.²⁰ If the Task Force chooses to merge the OAC and EC COAC into a single governance body that aligns with the governance commission template, it would need to either reduce their combined twenty-person membership to seven or start from scratch with seven new appointees. To combine these groups into an advisory body that aligns with the advisory committee template, the Task Force would need to reduce their combined twenty-person membership to fifteen, which could be done proportionally by reducing any three seats from OAC and any two from ECCOAC. Currently, both bodies feature split appointments by the Mayor and Board of Supervisors.

²⁰ For FY26, this is larger than all but 8 departments – DPH, PUC, AIR, MTA, HSA, POL, ADM, and HOM.

Finally, the Task Force may choose to keep the OAC. The OAC provides oversight of DCYF's large grant portfolio and reviews and approves several planning documents developed throughout DCYF's five-year grantmaking cycle. DCYF finds this input valuable for supporting planning, community engagement, and RFP development. While the OAC does overlap with several children's services groups, the only plausible combination involves a body from a different department that oversees different funding sources and programs. Combining these bodies would be challenging, and the Task Force should consider whether the potential benefits are worth the effort.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	11	15 maximum	5-7	Yes - Advisory
Appointing authority	Mayor (6 seats), Board of Supervisors (5 seats)	N/A	Mayor	Yes - Advisory
Appointment confirmations	The Board of Supervisors may hold a hearing on each Mayoral appointee	None	None ²¹	No
Member removal	At will	At will	At will	Yes - Both
Term length	2 years	3 years maximum	4 years	Yes - Advisory
Term limits	2 consecutive terms	Case-by-case ²²	3 terms	Yes - Advisory
Qualifications	Seat-level ²³	None required ²⁴	None required ²⁵	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Consultative responsibilities only ²⁶	N/A	Consultative responsibilities only	Yes – Governance
Contract approval authority	Yes – approves DCYF’s proposed grants as a package	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes - Governance

²¹ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²² For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²³ Two members aged 19 or under, one aged 18-24, one SFUSD parent, one parent of a child aged 0-5, one parent of a child in grades K-8, two members with expertise in children and youth services in low-income communities, one member with expertise in services for children aged 0-5, two members with commitment to improving access to quality services for children, youth, and families

²⁴ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

²⁵ See previous note

²⁶ The Oversight and Advisory Committee shall participate in the evaluation of the Director of DCYF, assist in recruitment for the Director when the position is vacant, and may recommend candidates to the Mayor.

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Employee discipline authority	No	N/A	No role	Yes - Both

The Task Force may consider aligning the OAC to either the governance commission or advisory committee template. The OAC's authority and responsibilities are currently aligned to the governance commission template, though its size and structure more closely resemble an advisory body. The OAC's structure as a decision-making body reflects a continued evolution toward greater oversight of the Children and Youth Fund. In the 1990s, the Charter delegated oversight authority to the Mayor and Board of Supervisors as part of the regular budget process. In the 2000s, a Charter amendment established a dedicated advisory body to oversee the fund. In 2015, voters established OAC as a decision-making body to approve key planning documents, the DCYF budget, and DCYF grants.

As previously mentioned, if the Task Force chooses to merge the OAC and EC COAC into a single governance body that aligns with the governance commission template, it would need to either reduce their combined twenty-person membership to seven or start from scratch with seven new appointees. If taking the former approach, all nine Board of Supervisors appointments should be eliminated. Among the remaining eleven seats, the Task Force should eliminate two seats from the EC COAC that are currently reserved for service providers. Service providers should not sit on a decision-making body that determines funding priorities or issues grants that affect their organizations. Finally, the Task Force could eliminate any two of the remaining nine seats:

1. A youth 19 years old or younger at the time of appointment for the term, recommended to the Mayor by the Youth Commission.
2. The same qualifications as above
3. A parent or guardian of a youth under the age of 18 years and enrolled in the San Francisco Unified School District.
4. A person with expertise or substantial experience working in services and programs for children ages 5 and younger.
5. A person with expertise or substantial experience working in the field of children and youth services in communities that are low-income or underserved.
6. A person who has demonstrated commitment to improving access and quality of services for children, youth, and families in communities that are low-income or underserved.
7. A parent or guardian of a child who is enrolled in a facility that provides early care and education services, which includes child care, early care, preschool, infant and toddlers care
8. A representative of the San Francisco Unified School District's Early Education Division, or any successor to that division, recommended by the Superintendent of Schools to the Mayor.
9. A representative of an institution of higher education that specializes in early care and education

Alternatively, the Task Force could start from scratch by eliminating all seats and directing staff to work with DEC and DCYF to establish new seat requirements for a combined body.

4. Early Childhood Community Oversight and Advisory Committee (Department of Early Childhood)

Criteria-based outcome: Combine or Eliminate	
Notes: - Criteria suggest combining with Children, Youth, and Their Families Oversight and Advisory Committee or eliminating - If eliminated, Children and Families First Commission, Childcare Planning and Advisory Council, and Service Provider Working Group can absorb its functions	

Primary Department	DEC	Established	2015
Current Type	Advisory	Meetings (CY24)	7
Policy Area	Children and Youth	Members (as of May 2025)	9 total seats 1 vacancy (11%)
Annual Cost	\$152k ²⁷		

Advises the Department of Early Childhood (DEC) on providing early care and education for children five years old and younger ([Administrative Code § 5.13-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

²⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Staff Discussion:

The Early Childhood Community Oversight and Advisory Committee (EC COAC) is an advisory committee that includes eight members of the public and one employee from the San Francisco Unified School District (SFUSD). The EC COAC was initially formed in 2015 to advise the Office of Early Care and Education (OECE) but now advises the Department of Early Childhood (DEC), which was formed in 2022 as a merger of two departments: OECE and First 5.

At least four times per year, EC COAC holds joint meetings with the Children and Families First Commission, which acts as a de-facto governance body for DEC. While the meetings are facilitated jointly, each body must independently achieve quorum and vote separately on all items. As an advisory body, EC COAC cannot make binding decisions on the department's budget and spending priorities, nor would this be appropriate as several seats on EC COAC are explicitly reserved for service providers whose organizations may benefit from DEC's funding decisions.

The Task Force may consider eliminating the EC COAC given its significant overlap with the Children and Families First Commission, which is legally required to exist under state law and exercises decision-making authority on the topics EC COAC advises on. If the EC COAC is eliminated, the public may continue to engage with DEC via the Children and Families First Commission. EC COAC includes seats designated for service providers. DCYF's Service Provider Working Group could expand its membership to include child care providers, and these members could provide annual updates to the Children and Families First Commission. Alternatively, early care and education service providers could continue to engage through the Childcare Planning and Advisory Council, which also includes designated seats for service providers.

Alternatively, the Task Force may consider combining the EC COAC with the Children, Youth, and Their Families Oversight and Advisory Committee (OAC) to create a new body with oversight of both DEC and DCYF. The details of this possible combination are discussed further on p. 22. If the Task Force chooses to create a combined oversight body for both departments, it should also scale back the Children and Families First Commission's oversight of DEC to only include decision-making authority over Prop. 10 funds (approximately \$5 million annually).

Name of Body	Department	Could This Reasonably be Combined with EC COAC?
Our Children, Our Families Council	DCYF	No. Inactive body recommended for elimination. Scope was much larger than early childhood.
Service Provider Working Group	DCYF	No. Does not appear to function as a public meeting body. Could possibly absorb childcare providers and advise DEC in addition to DCYF.
Children and Families First Commission	DEC	Possibly. Legally required to exist. Its functions cannot be transferred to another body, but it could possibly expand its scope, especially given overlap/duplication
Childcare Planning Advisory Council	DEC	No. Fulfills a state legal mandate. Narrower scope than EC COAC. Cannot assign its duties to EC COAC without changing EC COAC's membership and appointing authorities to comply with state law, which is narrowly focused on childcare.

Children, Youth, and Their Families Oversight and Advisory Committee	DCYF	Possibly. Parallel structure to oversee and advise on funding and programs for children aged 0-5. Advises a different department (DCYF) than the EC COAC (DEC). Combination would create a combined oversight structure for both departments and require significant changes to membership from both bodies.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	
Appointing authority	Mayor (5 seats), Board of Supervisors (4 seats)	N/A	N/A	
Appointment confirmations	No confirmations ²⁸	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	2 consecutive terms	Case-by-case ²⁹	Yes	
Qualifications	Seat-specific ³⁰	None required ³¹		
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; establish 3-year sunset date

The criteria-based outcome is to combine or eliminate the EC COAC. However, if the Task Force decides to keep the body, it may consider aligning it to the advisory committee template by establishing a 3-year sunset date.

²⁸ Each appointment by the Mayor shall be effective immediately, but may be rejected by a two-thirds vote of the Board of Supervisors within 30 days following transmittal of the Mayor's Notice of Appointment to the Clerk of the Board of Supervisors

²⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

³⁰ One parent, five service providers, one SFUSD employee, one higher education representative, and one member of Childcare Planning Advisory Council (CPAC)

³¹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

5. Free City College Oversight Committee (Department of Children, Youth, and Their Families)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	CHF	Established	2019
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Human Services	Members (as of May 2025)	15 total seats 3 vacant seats (20%)
Annual Cost	\$215k ³²		

Provides advice and recommendations to the City and City College regarding the implementation of the Memorandum of Understanding (MOU) governing the Free City College program ([Administrative Code § 5.2-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ³³	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

³² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

³³ Oversight of the Free City College program

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Free City College Oversight Committee. The body oversees the implementation of the MOU between the City and City College to administer the Free City College program.

In 2016, San Francisco voters adopted Proposition W, a real-estate transfer tax increase that campaign proponents promised would allow City College to offer free classes. However, Proposition W was a general tax, which means its revenues flow into the City's General Fund and can be allocated toward any purpose.³⁴ Before the 2016 election, the Board of Supervisors passed a non-binding resolution promising to allocate a portion of the Prop W revenue toward making City College free. From 2017-2019, the City entered into an MOU with City College to fund the Free City College program on a trial basis. In 2019, the City entered into a MOU to fund the program through 2029. The current MOU references, but does not require an oversight body, which means that the Task Force could choose to eliminate this body by deleting it from the Administrative Code. In recent years, elected officials have called for the City and City College to [renegotiate the terms of the MOU](#) before its expiration date. The body is currently scheduled to sunset on June 30, 2029.

There is precedent for an oversight body for an MOU – the Joint Zoo Committee oversees the agreement between the Recreation and Park Department and the San Francisco Zoological Society. Free City College Oversight Committee meetings serve as a public forum for City and City College leadership to review budget allocations, program enrollment, and required audited financial statements, as well as to discuss challenges or disagreements with the implementation of the MOU.

There is currently no other public body to oversee implementation of the MOU. The Department of Children, Youth, and Their Families (DCYF) provides staff support for the committee, but its oversight body (OAC) would not be an appropriate venue for the committee's work since it does not include representatives from all the parties to the MOU. However, there are other governance models the City could adopt. For example, from 2019-2021 the Board of Supervisors, Board of Education, and City College Board of Trustees convened a Joint City, School District, and City College Select Committee, consisting of two members from each respective governance body, which would be an appropriate venue to discuss implementation of the Free City College program. However, recommending that the Board of Supervisors re-activate this committee is outside the Task Force's purview.

In Academic Year 24-25, the Free City College Oversight Committee held six meetings, averaging five public commenters per meeting. While most public comments came from CCSF/Free City students, they offered a variety of opinions and perspectives. The committee has also received public comments from alumni, faculty, and community members.

³⁴ General tax measures have a lower threshold for voter approval (simple majority) than dedicated taxes (2/3 approval).

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	15	15 maximum	Yes	
Appointing authority	Mayor (3 seats), CCSF Board of Trustees (3 seats), BOS (2 seats), and 1 seat each from the City College Associated Students, SFUSD, Controller, DCYF, CCSF Academic Senate, and CCSF labor union ³⁵	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template; institute 3-year term length for public members (seats 13-14), and students (seats 3-5)
Term limits	None	Case-by-case ³⁶	No	Align to template; institute 4-term (12 year) limit for public members and students
Qualifications	Seat-level qualifications requiring most members to be students or faculty of City College or employees of the City or SFUSD ³⁷	None required ³⁸	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	June 30, 2029	3 years	Yes	

³⁵ City College Board of Trustees, Board of Supervisors, City College Associated Students, San Francisco Unified School District, Controller, Department of Children, Youth and Their Families, City College Academic Senate, and the labor organization representing the largest number of classified City College employees

³⁶ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

³⁷ Members include 8 City College leadership and affiliates (Trustees' president or designee; students—including the student trustee; a faculty member; a classified staff representative; and a CCSF employee involved in Free City administration), 3 City officials (Mayor, Supervisors, Controller), 1 DCYF representative, 1 SFUSD representative, and 2 members of the public.

³⁸ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

6. [Our Children, Our Families Council](#) (Children, Youth, and Their Families)

Criteria-based outcome: Eliminate
Notes: - Inactive since 2019/2020 - Duties could be carried out by department staff and/or a passive meeting body

Primary Department	CHF	Established	2015
Current Type	Advisory	Meetings (CY24)	0
Policy Area	Children and Youth	Members (as of May 2025)	40 total seats 40 vacancies (100%)
Annual Cost	N/A - inactive		

Aims to align city, school district, and community efforts to improve outcomes for children, youth, and families ([Charter § 16.127-1](#); [Administrative Code § 102.1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Yes	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	No	Consider eliminating
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ³⁹	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

³⁹ Children, Youth, and Their Families Oversight and Advisory Committee, Children and Families First Commission, Child Care Planning and Advisory Council, Early Childhood Community Oversight and Advisory Committee, Service Provider Working Group

Staff Discussion:

The evaluation criteria support eliminating the forty-member Our Children, Our Families Council (OCOF Council) since it is currently inactive and its functions could be carried out by staff from the Department of Children, Youth, and Their Families (DCYF).

The OCOF Council was a coordinating body established in 2014 to develop a citywide vision and shared priorities for children's funding and programs. The body consisted of representatives from several City departments, the San Francisco Unified School District (SFUSD), and community-based organizations, but has not met since 2019 or 2020.

In November 2024, San Francisco voters approved Proposition J, which created additional oversight and accountability for funding children and youth services. Prop J also made several changes to the OCOF Council and established a new OCOF Initiative, consisting of City staff, to support the work of the OCOF Council. The OCOF Initiative is not a policy body.

DCYF is in the process of implementing changes legislated by Prop J. It is possible for these changes to be implemented solely by the OCOF Initiative, without direction and oversight by the OCOF Council. While a well-run OCOF Council may support coordination between the various City agencies that provide children's programming⁴⁰ and the school district, a public meeting body may not be the most effective venue for such coordination.

Similar bodies, known as "children's cabinets," exist in other jurisdictions around the country and are considered a national best-practice for ensuring coordination across local government, school districts, and community-based organizations. However, best practice guidance from the [Local Children's Cabinet Network](#) does not dictate a singular structure, membership, or establishing authority that each cabinet should follow. Instead, communities should make decisions based on their own local context. The Local Children's Cabinet Network notes that establishing the body in legislation can ensure its longevity and mandated participation by a defined group of members; this has not happened in San Francisco, despite the body being established in Charter. A better approach may be to establish a passive meeting body, with a more flexible membership structure that can adjust over time.

⁴⁰ These include the Departments of Children, Youth, and Their Families; Early Childhood; Public Health; Library; Recreation and Parks; Human Services; Juvenile Probation; Homelessness and Supportive Housing; and others

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	40	15 maximum	No	Align to template; reduce to 15 members.
Appointing authority	Mayor	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template; establish 3-year term length for public members
Term limits	None	Case-by-case ⁴¹	No	Align to template; if re-authorized, establish term limits for public members
Qualifications	Seat-specific ^{42,43,44}	None required ⁴⁵	Yes	
Establishing authority	Charter	Administrative Code	No	Align to template; remove from Charter
Sunset date	None	3 years	No	Align to template; establish 3-year sunset date

The criteria-based outcome is to eliminate OCOF. However, if the Task Force chooses to keep the body, it should consider aligning OCOF to the advisory committee template by reducing the number of seats from 40 to 15, adding term limits and lengths, moving the body from the Charter to the Administrative Code, and incorporating a three-year sunset date.

⁴¹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴² 14 City members: representatives from the Departments of Children, Youth, and Their Families; Public Health; Juvenile Probation; Early Childhood; Planning; Police; Library; Recreation and Parks; City Administrator's Office; Office of Economic and Workforce Development; and Municipal Transportation Agency

⁴³ At least 9 and no more than 14 San Francisco Unified School District representatives: Superintendent, Division Heads for Student Family and Community Support; Early Education; Elementary Schools; Secondary Schools; Chief Academic Officer; Special Education Services; Policy and Operations; and Instruction, Innovation and Social Justice and up to 5 other division heads.

⁴⁴ 14 public members: DCYF Oversight & Advisory Committee member; parent of a K–12 student; Office of Early Care & Education Citizens Advisory Committee member; parent of a child receiving early care & education; Public Education Enrichment Fund Citizen Advisory Committee member; two youth; service provider for children, youth & families (preference for experience with low-income communities); business community representative committed to children, youth & families; housing development/advocacy expert; philanthropic organization/foundation/network representative; economic & workforce development expert; executive of a higher-education institution committed to children, youth & families; one Disconnected Transitional-Aged Youth (18–24).

⁴⁵ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

7. [Service Provider Working Group](#) (Children, Youth, and Their Families)

Criteria-based outcome: Eliminate
Notes: Criteria suggest eliminating and allowing to meet as a passive meeting body

Primary Department	CHF	Established	2015
Current Type	Advisory	Meetings (CY24)	9
Policy Area	Children and Youth	Members (as of May 2025)	295 total seats 0 vacancies (0%)
Annual Cost	\$10k ⁴⁶		

Advises the Oversight and Advisory Committee of the Department of Children, Youth and Their Families on funding priorities, policy development, and other concerns related to the Children and Youth Fund ([Charter § 16.108-1](#); [Administrative Code § 2A.234](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁴⁷	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

⁴⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁴⁷ Children and Youth Fund

Staff Discussion:

The Service Provider Working Group (SPWG) is an advisory body comprised of persons actively providing services to children, youth, and their families. It consists of both DCYF-funded organizations and organizations that have never received funding from DCYF. Service providers cannot serve on the Children, Youth, and Their Families Oversight and Advisory Committee (OAC), since it approves decisions about funding priorities and grants that their organizations may benefit from, so SPWG exists to advise the OAC. As the people directly providing services to children, youth, and their families, SPWG provides valuable perspectives and insights to the OAC and to DCYF.

While SPWG has robust membership and engagement, it appears to function much differently from other public meeting bodies. Its most recent materials posted online, from April 2024, show that SPWG was being run as a drop-in meeting with a sign-in sheet for attendees. Typically, about 40 people attended per meeting. In a May 2025 survey of all active bodies, SPWG reported 295 total members. While the Charter confers appointing authority to the Children, Youth, and Their Families Oversight and Advisory Committee (OAC), it is unclear what the 295 total members refers to and whether they were appointed by the OAC. This number may possibly refer to a mailing list of people who've filled out their membership form online at <https://www.sfspwg.org/membership-form>.

SPWG seems to function quite well for sharing information among service providers and gathering their input to inform DCYF's decision-making. However, it's unclear whether SPWG is currently operating in accordance with Brown Act requirements. If the group's true membership is 295, then it cannot meet and conduct official business with less than a quorum of members (148). It also cannot discuss any items that have not been properly noticed and agendized 72 hours in advance, which does not appear to be happening. SPWG reported meeting nine times in 2024 but only posted four meeting agendas on its website. The Brown Act also prohibits a quorum of members from discussing commission business outside of a properly noticed meeting. Even group email exchanges are, for the most part, prohibited under the Brown Act.

The Task Force may consider removing SPWG from code and allowing meetings to continue functioning as-is, rather than requiring SPWG to comply with the Brown Act and conform with the advisory committee template. DCYF or the OAC could establish SPWG as a passive meeting body and continue to engage with members, and SPWG could continue to operate without any changes to its membership or meeting structure. To ensure continued engagement, the Task Force could consider amending the Charter section that establishes SPWG as a formal policy body to instead require DCYF and the OAC to engage with service providers in specific ways. Doing so would preserve the function in law while providing flexibility for SPWG to meet in a less formal setting than is required by a Charter-mandated policy body.

Alternatively, the Task Force may consider keeping SPWG and requiring it to comply with the Brown Act and conform to the advisory committee template.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	295	15 maximum	No	Align to template; reduce to 15 members
Appointing authority	Children, Youth, and Their Families Oversight and Advisory Committee ⁴⁸	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	Does not appear to have an official appointment or removal process	At will	No	None
Term length	None	3 years maximum	No	Align to template; institute 3-year term limits
Term limits	None	Case-by-case ⁴⁹	No	Align to template; establish 4 term (12 year) limits if body is re-authorized
Qualifications	Yes – body-level ⁵⁰	None required ⁵¹	Yes	
Establishing authority	Charter	Administrative Code	No	Align to template; remove from Charter
Sunset date	None	3 years	No	Align to template; establish sunset date

The criteria-based outcome is to consider eliminating SPWG. However, if the Task Force chooses to keep the body, it may align SPWG to the advisory committee template by significantly reducing its membership, instituting term lengths and limits, moving its establishing authority from the Charter to the Administrative Code, and including a three-year sunset date. Another option is to keep SPWG largely as it is, but this would require multiple exceptions to the advisory committee model. Because of its size and unusual appointment process, SPWG is a clear outlier among San Francisco's public bodies.

⁴⁸ In practice, members appear to be able to join by completing an online [google form](#)

⁴⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁵⁰ All members shall be persons actively providing services to children, youth, and their families

⁵¹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

8. [Youth Commission](#) (Board of Supervisors)

Criteria-based outcome: Keep

Notes:

- Criteria provide no reason to eliminate this body

Primary Department	BOS	Established	1996
Current Type	Advisory	Meetings (CY24)	10
Policy Area	Children and Youth	Members (as of May 2025)	17 seats 2 vacancies (12%)
Annual Cost	\$494k ⁵²		

Advises the Board of Supervisors and Mayor on policies and laws related to young people and provides comment and recommendation on all proposed laws that primarily impact youth before the Board of Supervisors take final action ([Charter §§ 4.122-4.125](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵³	
	5B. Could those interests be adequately represented by some other body or City department?	No	

⁵² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁵³ Youth

Staff Discussion:

The evaluation criteria provide no reason to eliminate the Youth Commission, which provides a unique opportunity for the voice of young San Franciscans aged 12 to 23 to comment on and help shape City policies and decisions. The Commission is considered a city hub for youth voices and activists and an international model for youth civic engagement. The Youth Commission acts not only as a forum to uplift young advocates' voices but also as a professional development program, training generations of San Franciscans to become public servants and changemakers in their communities. Once commissioners resign their post, they may continue to receive mentoring from Youth Commission staff to further their professional and educational development.

Youth Commission staff hold various trainings for their commissioners and youth representatives on other bodies, such as how to write resolutions, commendation letters, and media interview preparation. Commissioners collaborate with other children-and-youth-focused bodies, such as the Department of Children, Youth, and Families (DCYF) Oversight and Advisory Committee (OAC), to provide insights and raise concerns from youths' perspective. Commissioners worked on campaigns to successfully implement free Muni rides to school, extend summer library hours, eliminate library late fees, and provide Miranda Rights comprehension trainings for youth. In the last three years, the Youth Commission has focused on matters of equity, school safety, transportation, and violence prevention.

Commission staff encourage their commissioners to maintain an independent voice on issues and to advocate for their positions regardless of political pressures, a core value intended to add gravitas and weight to the positions the commissioners advocate for with the Mayor, Board of Supervisors, and departments. During budget season, departments with youth programming meet with commissioners to overview how funds and programming will impact youth in San Francisco.

Members are dedicated to the Youth Commission, which meets twice per month and has high levels of attendance. It is a competitive process to become a Youth Commissioner, with 154 applications received in the last cycle.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	17	15 maximum	No	Align to template; 15 maximum
Appointing authority	Mayor (6 seats) and Board of Supervisors (11 seats)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will ⁵⁴	At will	Yes	
Term length	1 year	3 years maximum	Yes	
Term limits	None	Case-by-case ⁵⁵	No	Align to template; add 2-term limit
Qualifications	Geographic diversity and underrepresented communities ⁵⁶	None required ⁵⁷	Yes	
Establishing authority	Charter	Administrative Code	No	Align to template; Move to Administrative Code
Sunset date	None	3 years	No	Align to template; add sunset date

The Task Force may consider three potential modifications to align the Youth Commission with the advisory committee template: reducing the number of members, changing the establishing authority, and adding a sunset date.

If the Task Force seeks to align membership to the advisory committee template, two seats would need to be eliminated. Possible candidates for removal are the Mayor's one general seat and one of the Mayor's six appointees from underrepresented communities. However, given the consistently high number of applicants for Youth Commission seats, the Task Force may instead consider retaining all seventeen seats.

⁵⁴ Members who officially miss three regularly scheduled meetings of the Commission in any six-month period without due notice prior to their absences are considered resigned from their position.

⁵⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁵⁶ Each member of the Board of Supervisors and the Mayor appoint one member. The Mayor appoints an additional five members from underrepresented communities to ensure the Youth Commission reflects the City's diversity.

⁵⁷ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

The Task Force may also consider moving the Youth Commission's establishing authority from the Charter to the Administrative Code. While this would provide flexibility, it could reduce the Commission's independence and allow legislators to narrow the issues the Commission may address or limit its ability to take positions independent of members' appointing authority's.

Regarding term lengths and term limits, a minimal one-year term is sensible given members are students and may be unable to make a longer commitment. The Task Force may consider adding term limits. On average, approximately five members reapply to serve an additional term. Most members serve one term before attending college or focusing on academics or another extracurricular activity. Given the natural churn occurring in this commission, a two-term limit may be appropriate to adhere to the natural flow of members.

Finally, the Task Force may consider amending the Youth Commission's authorizing language to allow stipends for commissioners. At present, Youth Commissioners are eligible for health insurance through the City, but Charter § 4.123(d) prohibits them from receiving compensation. This restriction has been identified as a barrier for participation for some youth from low-income families who need to earn income in their spare time.

Policy Area: Community Health

9. [Behavioral Health Commission](#) (Department of Public Health)

Criteria-based outcome: Keep
Notes: Legally required body

Primary Department	DPH	Established	1993
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Community Health	Members (as of May 2025)	12 total seats 3 vacant seats (25%)
Annual Cost	\$311k ⁵⁸		

Advises the Board of Supervisors, Health Commission, and Department of Public Health as to how the City's mental health services are administered and provided ([Administrative Code section §§ 15.12-15.14](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ⁵⁹	Keep
	1B. Does this body fulfil some function required by state or federal law?	Yes	
	1C. Could either another body or City staff fulfil this legal requirement?	No	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	N/A
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	N/A
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁶⁰	No
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	No
	5B. Could those interests be adequately represented by some other body or City department?	No	

⁵⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025.

⁵⁹ California Welfare and Institutions Code Sec. 5604 *et seq.*

⁶⁰ Health Commission; Our City, Our Home Committee (OCHO); and the Homelessness Oversight Committee.

Staff Discussion:

The evaluation criteria provide no reason to eliminate the Behavioral Health Commission. State law requires every county to have such a body to review and evaluate the local public mental health system and advise the Board of Supervisors on the delivery of community mental health services.

The Commission ensures San Francisco's behavioral health system meets the needs of residents by carrying out several key responsibilities. It reviews and approves the programs and procedures used to deliver services, ensuring that both the public and subject matter experts are involved in planning. It hears updates on the Department of Public Health (DPH)'s budget related to behavioral health and serves as a forum for public comment (although fewer than five commenters typically attend). Commission staff from DPH also prepare an annual report for review and submission to the Board of Supervisors on the performance and needs of the City's behavioral health system. In addition, the Commission reviews and provides feedback on the County's Three-Year Plans for Mental Health Services Act (MHSA) programming.

With California voters passing Proposition 1 in 2022, 2004's MHSA will transition to the Behavioral Health Services Act (BHSA) beginning July 1, 2026. While the MHSA set goals focused on awareness, early identification, access to treatment, effectiveness of services, reducing institutional care, and eliminate stigma, the BHSA expands that mission to include substance use services and places greater emphasis on housing. As a result, the scope of services on which the Behavioral Health Commission advises will broaden in the coming years.

At times the Commission's work overlaps with other City bodies, including the Our City, Our Home Committee (OCOH), the Homelessness Oversight Committee, and the Health Commission. Each of these bodies engages with behavioral health needs such as mental health illness, substance use disorders, and related services. However, their work remains distinct because their core goals and service delivery models differ, and the Behavioral Health Commission provides dedicated oversight focused specifically on the behavioral health system.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	12	15 maximum	Yes	
Appointing authority	Board of Supervisors ⁶¹	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	For cause ⁶²	At will	No	Align to template; commissioners serve at will
Term length	3 years	3 years maximum	Yes	
Term limits	2 consecutive terms	Case-by-case ⁶³	Yes	
Qualifications	Yes (see details on next page)	None required ⁶⁴	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	None

The Task Force should align the Behavioral Health Commission with the advisory committee template by clarifying that members serve at will rather than being removable only for cause. Although the template calls for a sunset date, staff do not recommend this change because the Behavioral Health Commission is legally required to exist.

Under Administrative Code § 15.14(a)(7), the Behavioral Health Commission participates in the selection process for the Director of Behavioral Health Services by reviewing applicants and making recommendations. This is an unusual authority for an advisory body but is required under state law.

The Commission's qualifications are complex and include both state and local requirements. Given discussions at recent Task Force meetings, a more detailed breakdown of seat requirements is provided in case the Task Force is interested in making modifications:

⁶¹ Required per state law

⁶² The Board of Supervisors may remove a member from the Behavioral Health Commission for cause or upon the Commission's recommendation if the member's conduct is seriously disruptive of the Commission's functioning. If a member is absent for four meetings in one 12-month period, without Commission approved leave of absence, they will be removed.

⁶³ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁶⁴ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Mandatory seat-specific qualifications	Other requirements
• One member of the Board of Supervisors (state requirement) • Half must be consumers or family members (state requirement; local requirement states 6) ○ At least three consumers of mental health or substance use services (state requires at least 20% of total membership; local requirement states 3) ○ At least three family members of consumers (state requires at least 20% of total membership; local requirement states 3) ○ At least one member from these subcategories combined must be 25 years old or younger (state requirement) • One veteran or veteran advocate (state requirement) • One child advocate (local requirement) • One employee of a local education agency (state requirement) • Two members from specified mental health professions (local requirement)	• Remaining seats may be filled by individuals with experience in the mental health system (referenced in state law but not mandatory) • Membership must reflect the ethnic and demographic diversity of San Francisco (state requirement) • Members (and their spouses) generally may not be county behavioral health staff, state DHCS staff, or staff/paid board member of a contract behavioral health agency (state requirement) ○ Exception: consumers employed in roles in which they have no interest, influence, or authority over any financial or contractual matter concerning their employer at these organizations may serve but must recuse from voting on a financial or contractual issue concerning the member's employer, or on issues in which the member has a financial interest, that may come before the Commission. (state allowance, mirrored locally)

10. Food Security Task Force (Department of Public Health)**Criteria-based outcome:** Combine or eliminate**Notes:**

- Criteria suggest eliminating and allowing either the Human Services Commission or City staff to absorb functions
- Sunsets in mid-2026

Primary Department	DPH	Established	2005
Current Type	Advisory	Meetings (CY24)	9
Policy Area	Community Health	Members (as of May 2025)	20 seats 2 vacancies (10%)
Annual Cost	\$60k ⁶⁵		

Makes recommendations to the Board of Supervisors on policies, strategies, and legislation to improve food security in San Francisco. Assists the Department of Public Health in preparing a biennial food security and equity report, which provides recommendations on how to address food insecurity ([Administrative Code § 5.10-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁶⁶	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ⁶⁷	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

⁶⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁶⁶ Health Commission, Human Services Commission, Sugary Drinks Distributor Tax Advisory Committee

⁶⁷ Human Services Commission could absorb functions of Food Security Task Force

5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Food Security Task Force (FSTF) is a hybrid of a staff working group and an advisory committee. FSTF was established in 2005 with the mandate to advise the Board of Supervisors on food security. There are 20 members; 8 are City staff who represent departments and divisions involved in food security, 11 are representatives of community-based organizations (CBOs) that operate food access programs, and one public community member. The FSTF meets regularly and develops an annual report of recommendations for how to improve food security citywide.

The criteria-based outcome is to combine or eliminate the FSTF. The Task Force may consider eliminating this body for several reasons. First, the FSTF may have outlived its useful purpose and City staff may be able to take on its work. In 2020, San Francisco's Human Services Agency (HSA) created a Citywide Food Access Team as part of the City's COVID response. This team now has staff dedicated to food security, regularly coordinates City staff working on food access in other departments, and currently contracts with 30 CBOs to deliver food access programs. While initially the FSTF may have been the City's only space for cross-departmental coordination on food access programs, City staff now play this role.

Second, advisory committees should bring outside expertise that would otherwise be missing from government or create pathways for public involvement on an issue. In addition to the expertise HSA staff now bring to the issue of food security, the Department also has a track record of gathering community input, ranging from focus groups to formal community needs assessments. The FSTF has CBO representatives sitting on the commission and non-member FSTF meeting attendees tend to be other City staff or CBO representatives, who have multiple pathways for engagement with the City. This suggests that the FSTF is not the most effective vehicle for general public participation.

Additionally, most FSTF members that are CBO representatives work for organizations that receive City funding to provide food access programming. While their input is valuable, there is a conflict of interest in having these CBO representatives sit on a body whose primary purpose is to develop recommendations that could directly impact their organizations' funding opportunities. For example, [the FSTF's 2025 report](#) recommended the City "ensure adequate funding levels in new and existing contracts."

The FSTF is set to sunset in July 2026, around the same time the Task Force's ordinance will likely take effect. The Task Force could either recommend combining bodies by having the Human Services Commission absorb some functions of the FSTF or it could recommend eliminating the body by explicitly removing it from code in the Commission Streamlining Task Force's final ordinance or by recommending the Board of Supervisors not renew the body upon its sunset date.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	20	15 maximum	No	Align to template, reduce to 15 members.
Appointing authority	Board of Supervisors (11 seats), DPH (2 seats), and 1 each HSA, DCYF, HSH, RPD, SFUSD ⁶⁸	N/A	N/A	
Appointment confirmations	None; Task Force nominates public members and BOS appoints.	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template, add 3-year terms
Term limits	None	Case-by-case ⁶⁹	No	Align to template, add 4-term limit
Qualifications	Seat-specific ⁷⁰	None required ⁷¹	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	July 1, 2026	3 years	Yes	

The criteria suggest combining or eliminating the Food Security Task Force (FSTF) or allowing it to sunset upon its scheduled sunset date.

If the Task Force recommends retaining the body, it should align it to the advisory committee template by reducing the number of seats and instituting term lengths and term limits. One option would be to recommend reducing the number of public member seats that CBOs occupy from 11 to six. The Task Force may also address potential conflicts of interest by reserving public seats for individuals who currently

⁶⁸ Department of Public Health; Human Services Agency; Department of Children, Youth, and Their Families; Homelessness and Supportive Housing; Recreation and Parks; and San Francisco Unified School District

⁶⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁷⁰ Eleven representatives of community-based organizations that provide nutritional support and increase the food security of San Francisco residents, one member of the public, and one employee each of the Department of Benefits and Family Support; Public Health- Nutrition Services; Disability and Aging Services; Public Health – Food Security; Children, Youth and their Families; Homelessness and Supportive Housing; and Recreation and Park's Urban Agriculture Program.

⁷¹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

rely on food assistance. Other ways to reduce conflicts of interest include revising seat qualifications so that CBO representatives do not receive City funding for food access programming, adding independent subject-matter experts (e.g., academics or healthcare professionals), or requiring recusal from votes or recommendations that may directly affect an organization's own funding. While not part of template components, given the creation of the Citywide Food Access Team, the Task Force may recommend moving administrative responsibilities from DPH to HSA.

11. Health Commission (Department of Public Health)**Criteria-based outcome:** Keep**Notes:**

- Fulfills legal requirements impractical to be handled elsewhere

Primary Department	DPH	Established	1985
Current Type	Governance	Meetings (CY24)	24
Policy Area	Community Health	Members (as of May 2025)	7 total seats 0 vacant seats (0%)
Annual Cost	\$722k ⁷²		

Serves as the governing body of the San Francisco Department of Public Health (DPH), overseeing the City's hospitals, emergency medical services, and programs that support the physical and mental health of residents ([Charter §4.110](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes ⁷³	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ⁷⁴	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁷⁵	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	Yes ⁷⁶	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

⁷² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁷³ Federal regulations for General Acute Care Hospitals: 42 C.F.R. § 482.12, Health & Safety § 1250(a), and 22 C.C.R. § 70701; Federal regulations for Skilled Nursing Facilities: 42 C.F.R. § 483.70(d).

⁷⁴ The Health Commission's functions may be transferred to another board/commission or to the Board of Supervisors.

⁷⁵ Behavioral Health Commission; Our City, Our Home (OCOH).

⁷⁶ The Health Commission could take on OCOH's budget approval role for DPH's Prop C (2018) funding.

5B. Could those interests be adequately represented by some other body or City department?	N/A

Staff Discussion:

The Task Force should keep the Health Commission; although, legally, the Board of Supervisors or another body could assume its duties, in practice, no other body has the capacity or subject matter expertise required to oversee the Department of Public Health (DPH). DPH is the City's largest department with over 7,626 employees (FTEs) and a \$3.4 billion budget in FY26. It is also one of the City's most complex departments, operating hospitals and clinics, emergency medical services, and a wide array of public health programs in communities across the City. The Health Commission ensures specialized oversight of this work.

The Health Commission meets twice per month and has not canceled a meeting in the last year, underscoring its steady workload. It approves DPH's budget, reviews strategic plans, considers the impact of federal and state policy changes, conducts Proposition Q hearings when hospitals propose service changes, approves policies for Zuckerberg San Francisco General Hospital (ZSFG) and Laguna Honda Hospital (LHH), and holds closed sessions to review and approve legal settlements. Each month it reviews and approves 10-40 contracts with community-based organizations and other entities to deliver health services. Meetings also serve as a venue for public participation, with attendance ranging from a handful of regular commenters to dozens of participants depending on agenda topics.

The Commission operates four subcommittees which meet monthly: Finance and Planning, ZSFG Joint Conference, LHH Joint Conference Committee, and the community and Public Health Committee. These committees provide detailed oversight of hospital performance metrics and public health programs such as primary care clinics and Jail Health Services. This structure allows for ongoing, detailed monitoring of both clinical operations and community health programs, ensuring that DPH responds to the needs of communities across the City.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	None	None ⁷⁷	Yes	
Member removal	For cause	At will	No	Align to template; commissioners serve at will
Term length	4 years	4 years		
Term limits	None	3 terms	No	Align to template; add term limits
Qualifications	Yes (body-level) ⁷⁸	None required ⁷⁹	No	Align to template; require appointing authority to submit information on why a candidate is qualified.
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes ⁸⁰	Consultative responsibilities only	No	Align to template; consultative only
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No	No role ⁸¹	Yes	

⁷⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁷⁸ Less than half of the Health Commission can be made up of direct care providers.

⁷⁹ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁸⁰ Submits to the Mayor at least three qualified applicants to be the DPH department head. Responsible for approving the Mayor's request to remove the DPH department head within 30 days of the Mayor's request.

⁸¹ Exceptions if this is currently required by law

The Task Force should consider aligning five components of the Health Commission to the governance commission template by making members removable at-will rather than only for cause, adding a three-term limit for appointees, specifying that the Mayor must submit information on why a candidate is qualified when appointing them, and removing hiring and firing authority. The Task Force will also need to decide whether to keep the Health Commission in the Charter or move it to the Administrative Code.

12. Sugary Drinks Distributor Tax Advisory Committee (Department of Public Health)

Criteria-based outcome: Eliminate
Notes: Criteria suggest eliminating and allowing either the Food Security Task Force or City staff to absorb functions

Primary Department	DPH	Established	2016
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Community Health	Members (as of May 2025)	16 total seats 0 vacant seats
Annual Cost	\$237k ⁸²		

Evaluates and makes recommendations on the Sugary Drinks Distributor Tax, also known as the soda tax, which was passed by San Francisco voters in 2016. Submits annual reports to the Mayor and the Board of Supervisors on how the tax has impacted beverage prices, consumer behavior, and public health. The reports also include funding recommendations for new or existing programs that help reduce sugary drink consumption ([Administrative Code § 5.33-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁸³	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	

⁸² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁸³ Health Commission, Food Security Task Force

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁸⁴	
		5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider combining or eliminating

Staff Discussion:

The Sugary Drinks Distributor Tax Advisory Committee is an advisory committee with 16 members that include both City employees and subject matter experts. Created in 2016 when San Francisco voters approved Proposition V, its primary responsibility is to evaluate and make recommendations on the distribution of revenue from the Sugary Drinks Distributor Tax, which collects about \$15-16 million each year and was included in the same ballot measure. About 22% of the revenue is set aside for specific voter-approved projects. The Committee makes recommendations to the Mayor and Board of Supervisors on how to spend the remaining 78%. The funds are either distributed to City departments who implement programs and services directly or are granted to community-based organizations.

The criteria-based outcome is eliminating the SDDTAC. In particular, the evaluation criteria includes a criterion that specific funds should not have dedicated advisory bodies. Instead, budget decisions about these funds should be part of a department's overall budget processes so that the funds may be considered holistically and in alignment with a department's strategic goals.

Public engagement is minimal, as there are typically only five public commenters at the Committee's meetings. With the requirement to appoint one member under 19 years old and one member who is a parent, the body has a clear and narrow emphasis on the consumption of sugary drinks by youth. If eliminated, this narrow scope of work may be taken up by staff in the Department of Public Health, particularly the Population Health Division, which works to promote health and prevent disease. Alternatively, the City's Food Security Task Force makes recommendations on food access and security and could be a natural fit for administering the soda tax. The Health Commission is much broader in scope and may not have capacity to absorb the Committee's functions.

Though its focus is limited, the Sugary Drinks Distributor Tax Advisory Committee helps address the important equity impacts of sugary drink consumption. Data from the Tax Advisory Committee's annual reports show that overconsumption of sugary drinks and the resulting increases in chronic diseases disproportionately affect low-income communities of color. The body reiterates an explicit commitment to reducing these racial disparities. If eliminated, subsuming its responsibilities under the Food Security Task Force, which has a similar focus on racial equity, may be the most appropriate course of action.

Ultimately, while the group does provide a forum for a specific and notable public health issue, City staff or another body such as the Food Security Task Force should be able to perform the functions of the Sugary Drinks Distributor Tax Advisory Committee without the need for additional advisory support. However, the decision to eliminate the Committee would need to be approved by the voters in addition to making changes to the Administrative Code, introducing an additional hurdle to

⁸⁴ Sugary Drinks Distributor Tax

its potential dissolution. Although the Committee could legally be repealed without affecting the soda tax, because both were created in the same ballot measure, doing so could create political or public confusion.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	16	15 maximum	No	Align to template; reduce number of members to at most 15
Appointing authority	BOS (8 seats), DPH (3 seats), SFUSD Board of Education (2 seats), and DCYF, OEWD, and RPD (1 seat each) ^{85,86}	N/A	Yes	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	3-year term length
Term limits	None	Case-by-case ⁸⁷	No	Align to template; 4 term maximum.
Qualifications	Yes (seat-specific) ⁸⁸	None required ⁸⁹	No	For the 3 seats without qualifications, ⁹⁰ align to template by adding requirement that appointing authority must submit justification for why candidate is qualified.

⁸⁵ Board of Supervisors; Department of Public Health; San Francisco Unified School District; Department of Children Youth and Their Families; Office of Economic and Workforce Development; and Recreation and Parks

⁸⁶ Two of the 8 BOS seats must be nominated by the Youth Commission and SFUSD Parent Advisory Council.

⁸⁷ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁸⁸ **BOS:** 3 appointees must represent nonprofit organizations that advocate for health equity relating to the consumption of sugar-sweetened beverages; 2 must be medical employees with expertise in related diseases; 1 experienced in services and programs for young children; 1 (nominated by the Youth Commission) must be under 19 years old; and 1 (nominated by the SFUSD Parent Advisory Council) must be the parent of an SFUSD student. **DPH:** 1 appointee must be a DPH employee with expertise in chronic diseases; 1 must have expertise in oral health; and 1 must have expertise in food security or access. **DCYF and RPD:** department employees. **SFUSD Board and OWED:** no qualifications.

⁸⁹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁹⁰ OEWD and SFUSD Board of Education seats

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Establishing authority	Administrative Code ⁹¹	Administrative Code	Yes	
Sunset date	December 31, 2028	3 years	Yes	

The evaluation criteria suggest that the Task Force should eliminate the Sugary Drinks Distributor Tax Advisory Committee. Furthermore, because the Committee is already set to sunset in 2028, within three years of the potential enactment of an ordinance based on Commission Streamlining Task Force recommendations, making structural changes now may have only a short-term effect—unless the Board of Supervisors votes to extend the body beyond 2028.

If the Task Force chooses to keep the body, it may consider aligning the Tax Advisory Committee to the advisory committee template by reducing the number of members from 16 to a maximum of 15 and modifying term length and limits. For the seat removal, the Task Force could consider removing one of the two Board-appointed seats occupied by medical institution employees who are experts in chronic diseases, given that the Department of Public Health (DPH) also appoints an expert in such matters from its own staff. Alternatively, to avoid losing medical practitioner expertise, the DPH seat could be removed.

In addition, the Administrative Code calls on the City Administrator’s Office to provide administrative and clerical support and the Controller’s Office to provide technical and analytical support for the functions of the Tax Advisory Committee. However, in practice, the Department of Public Health fills both roles. If the Tax Advisory Committee is retained and modified by the Task Force, it should also update the Administrative Code to reflect DPH’s actual role.

The Sugary Drinks Distributor Tax Advisory Committee’s website does not currently state the members’ positions of employment. If the body is retained, the Task Force should recommend that this information be posted publicly on the Tax Advisory Committee’s homepage to help prevent conflicts of interest in decisions related to departmental and community grant-making.

⁹¹ Although the Sugary Drinks Distributor Tax Advisory Committee is present in the Administrative Code, it was established through a voter-approved ballot measure. If the Task Force and Board of Supervisors decide to alter or eliminate the Committee, this decision would need to be approved by the voters.

Policy Area: Homelessness

Homelessness Public Bodies Overview

Homelessness is one of the biggest issues facing the City; in the 2023 City Survey, San Francisco residents cited it as the top issue and 75% of respondents said that homelessness has gotten worse. Both elected officials and San Franciscans want to see improvements to homelessness and many see increased oversight via the creation of public bodies as one mechanism to improve the City's response to homelessness. As a result, there are five public bodies overseeing and advising on homelessness: the Homelessness Oversight Commission (HOC); Local Homelessness Coordinating Board (LHCB); Our City, Our Home Oversight Committee (OCOH); Shelter Grievance Advisory Committee (SGAC); and the Shelter Monitoring Committee (SMC).

The Department of Homelessness and Supportive Housing (HSH) oversees the majority of the City's work on homelessness and acts as the head of San Francisco's Continuum of Care (CoC).⁹² HSH is a relatively new department; the City created it in 2016, combining work done within several City departments. Some bodies pre-date the creation of HSH, which is partially why there is a patchwork of bodies overseeing different components of HSH's work.

It's not clear that having multiple public bodies overseeing homelessness is making the City's homelessness work more effective. Having multiple bodies providing advice and oversight over different components of the City's homelessness response and homelessness funding sources may slow work, hamper implementation of a unified strategy, and divert staff and Director time that may be better spent implementing homelessness policies and programs. According to the Budget and Legislative Analyst (BLA) report, the City spends over \$2 million on homelessness-related bodies, which represents a significant investment of City resources into an oversight network that may not improve the delivery of homelessness services.

This commission streamlining work provides the City with an opportunity to be more intentional about how to organize oversight of homelessness services in San Francisco and determine how to best leverage the benefit that these bodies provide. Each section below provides detailed discussion and the application of the criteria and templates for each body. However, there are three primary options the Task Force may consider when evaluating the bodies holistically.

Option 1: Keep the Homelessness Oversight Commission as a governance body; have it be the only public body overseeing homelessness.

- **Discussion:** Minimal changes required to align HOC to governance commission template. HOC would take on the role of the CoC board, which may require changes to seat requirements.⁹³
- **Outcomes for each body:**
 - **HOC:** Keep; changes to seat requirements and addition of term limits.

⁹² The US Department of Housing and Urban Development (HUD) funds local homelessness response through the Continuum of Care program, which tasks communities with coordinating response efforts in order to receive federal funds. See the HUD website for more detail: <https://www.hudexchange.info/programs/coc/>.

⁹³ CoC Board must be representative of the relevant organizations and of projects serving homeless subpopulations; and include at least one homeless or formerly homeless individual. Additional discussion with the City Attorney and HSH is needed to ensure HOC seat requirements would meet federal requirements for the CoC Board.

- **LHCB:** Eliminate; HOC absorbs functions of a CoC board⁹⁴.
- **OCOH:** Eliminate; HOC and the Health Commission integrate decisions on HSH and DPH's portions of Prop C funding into overall budget processes.
- **SGAC:** Eliminate; staff may present to HOC on grievance data and continue to make grievance data available online.
- **SMC:** Eliminate; HOC may include a shelter oversight subcommittee
- **Pros:** Would streamline oversight and be easier to fill seats.⁹⁵
- **Cons:** May be difficult to have HOC remain a governance body while still fulfilling the requirements for a CoC Board.⁹⁶ Could also impact receipt of CoC funding.⁹⁷

Option 2: Keep the Homelessness Oversight Commission as a governance body. Keep one other advisory body to serve as the CoC Board.

- **Discussion:** Aligns to approach of other departments, such as MTA, which have a governance commission and a community advisory committee. Minimal changes required to align HOC to governance commission template. Some changes needed to create the advisory body. Two options: LHCB may expand its purpose to cover the breadth of the homelessness response system or the Task Force may create a new advisory body comprised of a set of 15 members from across the four homelessness-related advisory bodies.⁹⁸
- **Outcomes for each body:**
 - **HOC:** Keep; changes to seat requirements and addition of term limits.
 - **LHCB:** Keep or combine; either all members kept as LHCB expands focus or a subset of LHCB members become part of a new advisory body.
 - **OCOH:** Eliminate; HOC and the Health Commission integrate decisions on HSH and DPH's portions of Prop C funding into overall budget processes. A subset of OCOH members may sit on new advisory body.
 - **SGAC:** Eliminate or combine; either staff will present to HOC on grievance data or SGOC members sit on new advisory body. New advisory body may have a shelter subcommittee.
 - **SMC:** Eliminate or combine; staff and HOC absorb most functions and either HOC may include a shelter oversight subcommittee or SMC members may sit on new advisory committee. New advisory body may have a shelter subcommittee.

⁹⁴ CoC Boards have required memberships, otherwise responsibilities and scope are determined by the CoC head. Details available on [the HUD website](#).

⁹⁵ All these oversight bodies have stringent requirements for who may fill each seat, and it can be difficult to find candidates to fill the 50 seats across all five bodies.

⁹⁶ Governance bodies have more stringent conflict of interest policies than advisory bodies. The CoC Board requires service providers to sit on it, many of whom receive funding from HSH. Those service providers would not be able to participate in discussions around budgets and contracts, which is one of the primary roles of a governance body.

⁹⁷ CoC applications award points based on how well the CoC Board represents the network of organizations serving unhoused people. Having only 7 people on a governance commission rather than 9 providers on an advisory committee may reduce the number of points HSH receives on funding applications.

⁹⁸ Many bodies have restrictive seat requirements. If the Task Force recommends this option, it should direct staff to work with HSH and the City Attorney's Office to develop appropriate seat requirements.

- **Pros:** Would streamline oversight and be easier to fill seats.⁹⁹ Will allow service providers to continue sitting on a public body. Would not impact the points HSH may receive in CoC funding applications.
- **Cons:** Would likely still have redundancies between a governance body and an advisory body.

Option 3: Convert the Homelessness Oversight Commission to an advisory body; expand the membership and the scope to absorb some functions of other advisory bodies.

- **Discussion:** Align HOC to advisory committee template. Act as CoC Board and absorb some functions from other four bodies. Expand membership to 15; one option is to add four members from LHCB, two members from OCOH, and one member each from SGOC and SMC.¹⁰⁰ Rename to "Homelessness Advisory Committee."
- **Outcomes for each body:**
 - **HOC:** Keep; align to advisory committee template. Expand membership to 15
 - **LHCB:** Eliminate; HOC acts as new CoC Board. A subset of members may sit on the new advisory committee.
 - **OCOH:** Eliminate; HSH and the Health Commission integrate decisions on HSH and DPH's portions of Prop C funding into overall budget processes. A subset of members may sit on the new advisory committee.
 - **SGAC:** Eliminate; staff may present to new advisory committee on grievance data. A subset of members may sit on the new advisory committee. New advisory body may have a shelter subcommittee.
 - **SMC:** Eliminate; Staff continue shelter oversight and may present to new advisory committee on shelter conditions. A subset of members may sit on the new advisory committee. New advisory body may have a shelter subcommittee.
- **Pros:** Would significantly streamline oversight and be easier to fill seats.¹⁰¹ Will allow service providers to continue sitting on a public body. Will retain transparency into HSH operations and provide a forum for public input while reducing redundant processes.
- **Cons:** Voters only recently approved the creation of the Homelessness Oversight Commission as a governance body so the Task Force may not find it prudent to substantially change the body so soon after it was approved.

⁹⁹ All these oversight bodies have stringent requirements for who may fill each seat, and it can be difficult to find candidates to fill 50 seats across all five bodies.

¹⁰⁰ Many bodies have restrictive seat requirements. If the Task Force recommends this option, it should direct staff to work with HSH and the City Attorney's Office to develop appropriate seat requirements.

¹⁰¹ All these oversight bodies have stringent requirements for who may fill each seat, and it can be difficult to find candidates to fill 50 seats across all five bodies.

13. [Homelessness Oversight Commission](#) (Department of Homelessness and Supportive Housing)

Criteria-based outcome: Combine or eliminate
Notes: - Criteria suggest combining or eliminating. - May keep and expand scope by absorbing functions of other homelessness-related bodies.

Primary Department	HSH	Established	2022
Current Type	Governance	Meetings (CY24)	12
Policy Area	Homelessness	Members (as of May 2025)	7 seats 0 vacant (0%)
Annual Cost	\$1.1M ¹⁰²		

Oversees the Department of Homelessness and Supportive Housing. Manages and directs housing, programs, and services for persons experiencing homelessness in the City, including street outreach, homeless shelters, transitional housing, homeless prevention, and permanent supportive housing ([Charter § 4.133](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope

¹⁰² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁰³ Local Homeless Coordinating Board; Shelter Monitoring Committee; Shelter Grievance Advisory Committee; Our City, Our Home Oversight Committee

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁰⁴	
		5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

Staff Discussion:

The Homelessness Oversight Commission (HOC) is the governing body for the Department of Homelessness and Supportive Housing (HSH). HOC is one of five bodies overseeing or advising on components of homelessness services in San Francisco but is the only one with governance functions. It is also the newest body; in 2022 the Board of Supervisors unanimously placed a measure on the ballot to create this body and voters approved it. HOC held its first meeting in May 2023. HOC approves HSH's budget and approves contracts over \$500,000. At meetings, the Director shares updates and staff present public reporting or updates on topics that HOC commissioners specifically request. HOC also appoints members of the Local Homelessness Coordinating Board, Shelter Grievance Advisory Committee, and Shelter Monitoring Committee.

At its best, HOC is a forum for HSH to publicly report on their work, bring in outside expertise to advise on homelessness services, and hear public input. However, HOC does not need governance functions to accomplish these goals and it is not clear that it makes sense for HSH to have a governance body. Because homelessness is a high-profile policy area, it's one that the City and the Mayor are deeply involved in. Task Force members discussed that one of the key purposes of having a governance body overseeing a department is to provide additional oversight at a level of detail that the Mayor cannot provide to all departments. In this case however, the Mayor and his staff are deeply involved in focusing on and directing homelessness policy, and it is very likely that future mayors will have a similar level of engagement in this issue.

Furthermore, it's not clear that the additional oversight functions catch potential issues. For example, there have been several recent high-profile cases Citywide where a nonprofit either misused funds or mismanaged service delivery. In each case, City oversight mechanisms (such as regular contract and nonprofit monitoring and the Controller's Office's audits) caught and corrected these issues, not the departments' commissions.

The criteria-based outcome is to consider combining or eliminating HOC. Combining may include keeping HOC and expanding the scope to absorb some functions of other bodies. It may either remain a governance commission or be aligned to the advisory committee template. The Task Force may consider several options when determining how to make the City's homelessness bodies support more effective and efficient government, as highlighted in the three options presented in the earlier "[Homelessness Public Bodies Overview](#)."

¹⁰⁴ Demographic group: people experiencing homelessness

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Governance
Appointing authority	Split appointments: Mayor (4 seats) and Board of Supervisors (3 seats)	N/A	Mayor	No
Appointment confirmations	BOS confirmations for Mayoral appointees	None	None ¹⁰⁵	No
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ¹⁰⁶	3 terms	No
Qualifications	Seat-specific ¹⁰⁷	None required ¹⁰⁸	None required ¹⁰⁹	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes – nominate candidates for and fire director.	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - both

¹⁰⁵ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁰⁶ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁰⁷ 2 members must be people who have personally experienced homelessness; 2 must have significant experience providing services to or engaging in advocacy on behalf of persons experiencing homelessness; 1 must have expertise in mental health service delivery or substance use treatment; 1 must have a record of participation in a merchants' or small business association, or neighborhood association; and 1 must have significant experience working with homeless families with children and/or homeless youth.

¹⁰⁸ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁰⁹ See previous note.

The Task Force may choose to align the Homelessness Oversight Commission to either an advisory committee or governance commission template.

To align HOC to the governance commission template, the Task Force should recommend removing split appointments so that the Mayor appoints all members, having appointments be effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18), adding a three-term limit, and removing the hiring and firing authority over the HSH Director. The Task Force would also need to decide whether to keep the Commission in the Charter or move it to the Administrative Code.

To align HOC to the advisory committee template, the Task Force should recommend removing appointment confirmations, reducing term lengths to three years, adding term limits, moving the body from the Charter to the Administrative Code, and removing all department oversight functions (hiring and firing authority, contract approval authority, and budget approval authority).

14. Local Homeless Coordinating Board (Department of Homelessness and Supportive Housing)

Criteria-based outcome: Combine or Eliminate
Notes: - Functions of this body are legally required but may be performed by any other body - Criteria suggest combining by eliminating and having the Homelessness Oversight Commission absorb functions or keeping and expanding scope by absorbing some functions of other advisory bodies.

Primary Department	HSH	Established	1996
Current Type	Advisory	Meetings (CY24)	12
Policy Area	Homelessness	Members (as of May 2025)	11 total seats 0 vacancies (0%)
Annual Cost	\$196k ¹¹⁰		

Serves as the Continuum of Care governing body and advises the Homelessness Oversight Commission on issues relating to the City's participation in the Continuum of Care program ([Administrative Code § 5.31-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ¹¹¹	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹¹²	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating

¹¹⁰ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹¹¹ 24 Code of Federal Regulations § 578.5 states that the Continuum of Care must establish a board to act on behalf of the Continuum that must be representative of the relevant organizations and of projects serving homeless subpopulations; and include at least one homeless or formerly homeless individual. In practice, this means any public body may serve this function as long as it complies with the requirements in this section.

¹¹² Homelessness Oversight Commission

		4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹¹³	
		5B. Could those interests be adequately represented by some other body or City department?	Yes ¹¹⁴	Consider eliminating

Staff Discussion:

The Local Homelessness Coordinating Board (LHCB) is one of five bodies advising or overseeing homelessness services in San Francisco.

LHCB advises HSH around participation in the Continuum of Care program, which is the program the Federal Department of Housing and Urban Development (HUD) runs to fund community responses to homelessness. HSH is the head of San Francisco's CoC and is charged with awarding and disbursing federal funds to nonprofits for homelessness services. HUD has specific requirements about what CoC dollars may fund and specific requirements around tracking and reporting on those dollars. However, CoC funding represents less than 10% of HSH's budget. As part of the CoC requirements, HUD requires that each CoC establish a board to "act on behalf of the Continuum of Care" and outlines specific membership requirements. Applications for CoC funding receive additional points based on the diversity and representativeness of CoC Board Members, so CoC are incentivized to have large and diverse boards.¹¹⁵ The City created LHCB to be the CoC Board and it has met monthly since 1996. In recent meetings, HSH staff have presented on topics concerning the CoC, such as planning for the Point-in-Time count and updates to funding opportunities.

A key role of advisory bodies is to bring in outside expertise and lived experiences that would otherwise be missing from City decision-making. While the advisory bodies in the homelessness space have required qualifications that ensure these bodies are bringing in specific expertise, it's important to note that HSH actively engages the community in decision-making outside of the formal commission structures. For example, to develop their strategic plan, HSH used a robust community engagement process that included surveys, focus groups, input sessions, and interviews with clients, service providers, and community members. HSH also has ongoing engagement, such as monthly provider meetings, neighborhood working groups that engage businesses and residents, ad-hoc focus groups with clients, and ongoing equity work that involves client input.

The criteria-based outcome is to combine or eliminate LHCB. LHCB has a narrow scope in comparison to the breadth of funding and homelessness services work that the City does and it does not necessarily make sense to have LHCB continue as its own body. The Homelessness Oversight Commission (HOC) could integrate decisions and discussion on CoC funding into the broader HSH budget and strategic planning discussions. HOC could also serve as the CoC Board, either as a governance body or as an advisory body.

¹¹³ Demographic group: people experiencing homelessness; funding source: CoC funding from HUD.

¹¹⁴ Another oversight body may perform LHCB's functions.

¹¹⁵ This description of the HUD CoC funding scoring system is accurate through the 2024 two-year funding cycle, although it may change for future funding cycles.

The Task Force may consider several options when determining how to make the City's homelessness bodies support more effective and efficient government, as highlighted in the three options presented in the earlier "[Homelessness Public Bodies Overview](#)."

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11	15 maximum	Yes	
Appointing authority	Homelessness Oversight Commission	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	No change
Term limits	None	Case-by-case ¹¹⁶	No	Partially align to template; add 3-term limit
Qualifications	Yes ¹¹⁷	None required ¹¹⁸	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Do not add a sunset date

The criteria-based outcome is to combine or eliminate the Local Homeless Coordinating Board (LHCB). However, if the Task Force chooses to keep the body, it should partially align the LHCB to the advisory committee template. Because HUD requires a CoC Board, the Task Force should not add a sunset date, but it should add a three-term limit.

¹¹⁶ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹¹⁷ 1 homeless or formerly homeless person, 10 members who represent people who represent relevant organizations or projects serving one or more homeless subpopulations in San Francisco

¹¹⁸ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

15. Our City, Our Home Oversight Committee (Controller's Office)

Criteria-based outcome: Combine or eliminate			
Notes: Criteria suggest combining or eliminating by allowing the Homelessness Oversight Commission to absorb functions.			

Primary Department	CON	Established	2019
Current Type	Advisory	Meetings (CY24)	5
Policy Area	Homelessness	Members (as of May 2025)	9 total seats 0 vacant seats (0%)
Annual Cost	\$310k ¹¹⁹		

Advises the Mayor and Board of Supervisors on the allocation of the Our City, Our Home fund, directed at homelessness and financed by Proposition C, the Homelessness Gross Receipts Tax Ordinance ([Administrative Code § 5.41-1](#); [Business and Tax Regulations Code § 2810](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹²⁰	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²¹	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹¹⁹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹²⁰ Homeless Oversight Commission, Health Commission, Local Homeless Coordinating Board

¹²¹ Demographic group: people experiencing homelessness. Single funding source: Our City, Our Home Fund

Staff Discussion:

Our City, Our Home Oversight Committee (OCOH) is an advisory committee that provides recommendations on uses of the Our City, Our Home Fund. Its stated purpose is to “ensure the City uses the Fund in ways that are consistent with the intent of the voters.” OCOH is one of five bodies advising or overseeing homelessness services in San Francisco. Unlike other homelessness-related bodies, the Controller's Office provides administrative and clerical support. This is because the fund legislation specifies the percentages of the fund that goes to the Department of Homelessness and Supportive Housing (HSH), the Mayor's Office of Housing and Community Development (MOHCD), and the Department of Public Health (DPH) for specific uses. OCOH funding makes up approximately 45% of HSH's total budget. The legislation also directs OCOH to conduct a needs assessment every three years.

OCOH meetings include presentations from staff about annual reporting and department work, and members discuss funding recommendations for the upcoming budget cycles.

A key role of advisory bodies is to bring in outside expertise and lived experiences that would otherwise be missing from City decision-making. While the advisory bodies in the homelessness space have required qualifications that ensure these bodies are bringing in specific expertise, it's important to note that HSH actively engages the community in decision-making outside of the formal commission structures. For example, to develop their strategic plan, HSH used a robust community engagement process that included surveys, focus groups, input sessions, and interviews with clients, service providers, and community members. HSH also has ongoing engagement, such as monthly provider meetings, neighborhood working groups that engage businesses and residents, ad-hoc focus groups with clients, and ongoing equity work that involves client input.

The criteria-based outcome is combining or eliminating Our City, Our Home Oversight Committee. In particular, the Evaluation Criteria includes a criterion that specific funds should not have dedicated advisory bodies. Instead, budget decisions about these funds should be part of a department's overall budget processes so that the funds may be considered holistically and in alignment with a department's strategic goals. This holds true for OCOH, where HSH and DPH have other commissions that provide input and budget approval and both departments have regular public engagement practices. Furthermore, the City requires that departments hold public hearings as part of annual budget development. As a result, the Task Force should recommend eliminating OCOH. The Homelessness Oversight Commission (HOC) and Health Commission could integrate decisions and discussion on OCOH funding into the broader HSH and DPH budget and strategic planning discussions. HSH could use the work order with the Controller's Office City Performance Unit to continue conducting the needs assessment and could integrate annual reporting on OCOH performance into HSH's annual reporting. However, because the OCOH legislation is voter-approved, voters would also need to approve changes to the body despite it being in the Administrative Code, introducing an additional hurdle to its potential dissolution.

The Task Force may consider several options when determining how to make the City's homelessness bodies support more effective and efficient government, as highlighted in the three options presented in the earlier [“Homelessness Public Bodies Overview.”](#)

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	
Appointing authority	Split appointments; 4 Mayor, 4 Board of Supervisors, 1 Controller	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	Align to template, increase to 3 years.
Term limits	None	Case-by-case ¹²²	No	Align to template; add 4-term limit
Qualifications	Yes ¹²³	None required ¹²⁴	Yes	
Establishing authority	Administrative Code, Business and Tax Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; add sunset date

The criteria-based outcome is to combine or eliminate Our City, Our Home Oversight (OCOH) Committee. However, if the Task Force chooses to keep the body, it should partially align it to the advisory committee template by increasing term lengths to three years, instituting four-term limits, and adding a sunset date within three years.

¹²² Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹²³ 1 individual with experience with Homeless housing development or supportive housing services, 1 individual representing families with minor children residing in SRO Units or a family member residing in a SRO Unit, 1 individual with experience providing Homeless services, 1 individual who has experienced homelessness and also has experience advocating for Homeless people, 1 individual with mental health service and/or substance abuse expertise, 2 individuals who have personally experienced homelessness, 1 individual who has experience advocating on Homeless or mental health issues, 1 seat without qualifications.

¹²⁴ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

16. Shelter Grievance Advisory Committee (Department of Homelessness and Supportive Housing)

Criteria-based outcome: Eliminate
Notes: Criteria suggest combining with Homelessness Oversight Commission or eliminating

Primary Department	HSH	Established	2022 ¹²⁵
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Homelessness	Members (as of May 2025)	13 total seats 3 vacant seats (23%)
Annual Cost	\$68k ¹²⁶		

Receives and reviews reports relating to the City's Shelter Grievance Policy and complaints regarding the enforcement of shelter rules, as described in [Article XVIII](#) of Chapter 20 of the Administrative Code ([Administrative Code § 5.36-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹²⁷	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²⁸	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹²⁵ Formally added to the Administrative Code in 2022. Has been operating in some form since 1992.

¹²⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹²⁷ Homelessness Oversight Commission, Shelter Monitoring Committee.

¹²⁸ Narrow topic: shelter grievance policy

Staff Discussion:

The Shelter Grievance Advisory Committee (SGAC) is one of five bodies advising or overseeing homelessness services in San Francisco and one of two bodies focused exclusively on shelter. The Committee's primary purpose is to provide input on the Shelter Grievance Policy, which is the Department of Homelessness and Supportive Housing's (HSH) policy outlining processes and procedure for denials of service in San Francisco's shelter system. This policy is codified in the Administrative Code.

HSH implements the Shelter Grievance policy including managing hearings and appeals. This includes funding client advocates to represent clients who appeal their denials of service. Independent volunteer arbitrators hear and determine the outcomes of client appeals. SGAC has a limited role; the body primarily reviews reports on denial-of-service statistics and client advocate reports. It meets quarterly and while the evaluation criteria did not flag it as borderline inactive, the Committee cancelled its June and September 2025 meetings, and recent agendas show members often miss meetings.

The criteria-based outcome is to eliminate the Shelter Grievance Advisory Committee. The Homelessness Oversight Commission (HOC) may absorb some functions by having regular reports on denial-of-service data and hearing and arbitration metrics.

The Task Force may consider several options when determining how to make the City's homelessness bodies support more effective and efficient government, as highlighted in the three options presented in the earlier "[Homelessness Public Bodies Overview](#)."

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	13	15 maximum	Yes	
Appointing authority	Homelessness Oversight Commission (12 seats), Director of Health (1 seat)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	Align to template, reduce terms to 3 years
Term limits	None	Case-by-case ¹²⁹	No	Align to template, add 4-term limit
Qualifications	Yes ¹³⁰	None required ¹³¹	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	Yes, April 30, 2032	3 years	No	Align to template, reduce sunset date to 3 years

The criteria-based outcome is to eliminate the Shelter Grievance Advisory Committee. However, if the Task Force chooses to keep the body, it should partially align it to the advisory committee template by reducing term lengths to three years, moving the sunset date to within three years, and instituting a four-term limit.

¹²⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹³⁰ 4 current or previous consumer of City temporary shelter services, 4 persons who represent organizations providing shelter services in the City, 1 person who represents an organization or project providing shelter client advocate services in the City, 1 person serving as arbitrator of shelter grievances under the Shelter Grievance Policy, 2 City residents with a demonstrated commitment to temporary shelter services, 1 employee of the Department of Public Health.

¹³¹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

17. Shelter Monitoring Committee (Department of Homelessness and Supportive Housing)

Criteria-based outcome: Combine or Eliminate
Notes: - Criteria suggest combining with Homelessness Oversight Commission or eliminating - May recommend allowing to sunset when scheduled, on July 1, 2027 - HSH may also maintain as a passive meeting body

Primary Department	HSH	Established	2004
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Homelessness	Members (as of May 2025)	12 total seats 3 vacant seats (25%)
Annual Cost	\$389k ¹³²		

Documents conditions of shelters and resource centers to improve the health, safety, and treatment of residents, clients, and staff ([Administrative Code § 20.305](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹³³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹³⁴	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹³² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹³³ Homelessness Oversight Commission, Shelter Grievance Advisory Committee

¹³⁴ Narrow topic: Emergency shelter

Staff Discussion:

The Shelter Monitoring Committee is one of five bodies advising or overseeing homelessness services in San Francisco and one of two bodies focused exclusively on shelter. The body meets monthly and tracks conditions of City-funded shelters, primarily conducting site visits, investigating complaints, and reporting their findings.

The criteria-based outcome is to eliminate the Shelter Monitoring Committee. The body is scheduled to sunset on July 1, 2027, approximately one year after the Task Force's ordinance is expected to take effect. The Task Force could recommend removing it from code in the final ordinance or, alternatively, recommend the Board of Supervisors not to renew it when the sunset date arrives.

The Committee launched in 2004 and members are active and engaged. However, City structures around homelessness have changed since 2004 and the committee may have outlived its useful purpose as a codified body. The Committee was a driving force behind the passage of the Standard of Care legislation in 2008, which establishes minimum standards included in all shelter contracts. However, the Committee is no longer needed as a mechanism to ensure contractors follow this policy or follow up on complaints. HSH conducts site visits as part of regular contract monitoring and has a dedicated shelter team overseeing HSH's shelter contracts. Shelter makes up only 24% of HSH's total budget, almost half that of permanent housing, so it's not clear why shelter has two dedicated advisory bodies while other components of the homelessness response system have none.

If the Committee is eliminated, a combination of HSH staff and the Homelessness Oversight Commission (HOC) may absorb its functions. HSH staff can continue with monitoring and visits as part of normal contract monitoring processes. HSH can receive and respond to client complaints regarding shelter through its normal grievance processes. The Department can also leverage the existing contract for shelter advocates, expanding their work to cover shelter complaints that clients feel HSH staff have not adequately resolved. HOC can require regular reporting of shelter conditions and data on complaints so that there is still public visibility on shelter conditions. The Task Force could recommend that the Homelessness Oversight Commission establish a shelter subcommittee that focuses on both shelter monitoring and the shelter grievance policy. If HSH finds the additional engagement of the Committee useful, it may instead or also consider maintaining the Shelter Monitoring Committee as a passive meeting body, meaning it would continue to provide input and recommendations to the Department while not being in the Administrative Code.

The Task Force may consider several options when determining how to make the City's homelessness bodies support more effective and efficient government, as highlighted in the three options presented in the "[Homelessness Public Bodies Overview](#)."

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	12	15 maximum	Yes	
Appointing authority	Homelessness Oversight Commission	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	Align to template, increase term length to 3 years
Term limits	None	Case-by-case ¹³⁵	No	Align to template, add limit of 4 terms
Qualifications	Yes ¹³⁶	None required ¹³⁷	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	Yes, July 1, 2027	3 years	Yes	

The criteria-based outcome is to eliminate the Shelter Monitoring Committee. However, if the Task Force chooses to keep the body, it should align it to the advisory committee template by adding term limits. While the two-year term length fits within the advisory committee template, the Task Force may want to increase the term length to three years, in which case a four-term limit would be appropriate.

¹³⁵ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹³⁶ 1 person who is (1) providing direct services to homeless families, or (2) a parent, legal guardian, or caregiver who is personally experiencing or has personally experienced being homeless; 1 person who is homeless or has been homeless within the three years prior to being appointed to the Committee, and who has a disability; 2 persons with experience providing direct services to homeless people through a community setting; 1 person nominated by one or more community agencies that provide behavioral health, housing placement, or other services to homeless people; 1 person who is homeless or formerly homeless, and who has been nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people; 2 persons nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people; 2 persons who are homeless or formerly homeless, and who have experience providing direct services to homeless people through a community setting; 1 person who is homeless or formerly homeless, and who has been nominated by one or more community agencies that provide behavioral health, housing placement, or other services to homeless people; 1 employee of the Department of Public Health. Commission is encouraged to select people who are bilingual.

¹³⁷ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Policy Area: Human Rights

Human Rights Public Bodies Overview

San Francisco has developed a distinct set of commissions and advisory bodies focused on human rights and equity. These bodies were created at different points in time, often in response to community advocacy or broader civil rights movements, and each brings a specialized focus: gender equity, LGBTQI+ rights, immigrant rights, or human rights more broadly. Together, they provide forums for public engagement, highlight systemic inequities, and influence City policy and funding priorities.

Unlike other policy areas where services are concentrated in a single department, the human rights bodies span multiple departments and are closely tied to evolving political and social priorities. The Human Rights Commission (HRC) governs a Charter department and has the broadest mandate. The LGBTQI+ Advisory Committee is housed under HRC, functioning as a formal advisory body on issues facing the queer community. The Commission on the Status of Women (COSW) oversees the Department on the Status of Women, though the Mayor's FY 2025–26 budget proposed merging that department with HRC. The Immigrant Rights Commission (IRC) advises the Office of Civic Engagement and Immigrant Affairs, a division within the City Administrator's Office. The Family Violence Council is associated with the Mayor's Office of Victim Rights.

While each of these bodies has elevated critical equity concerns and supported meaningful reforms, their overlapping mandates raise questions about duplication, coordination, and restructuring. Ultimately, all four bodies are important to maintain as forums for equity and representation; the question before the Task Force is whether some should remain governance commissions or if all should be restructured as advisory committees.

18. [Commission on the Status of Women](#) (Department on the Status of Women)

Criteria-based outcome: Keep
Notes: - Criteria do not provide any reason for elimination - Only body dedicated to gender equity across City operations - Could shift to an advisory role

Primary Department	DOSW	Established	1975
Current Type	Governance	Meetings (CY24)	12
Policy Area	Human Rights	Members (as of May 2025)	7 total seats 0 vacant seats (0%)
Annual Cost	\$324k ¹³⁸		

Strives to make San Francisco a fully gender equitable city by championing the fair treatment and advancement of women and girls across social, economic, and political spheres. Develops and recommends policies, programs, and legislation to address inequities, including those related to violence, employment, and discrimination, both within City government and in the broader community ([Charter § 4.119](#); [Administrative Code Ch. 33](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹³⁹	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	

¹³⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹³⁹ Human Rights Commission, Family Violence Council

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁴⁰	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Commission on the Status of Women (COSW), which was established in 1975 by Board of Supervisors Resolution No. 780-75 after years of advocacy on the part of the San Francisco women's community. In 1994, San Francisco voters approved Proposition E, which created the Department on the Status of Women (DOSW) to carry out the policies of the Commission. Former commissioners are very much still active, showing up early in the Commission Streamlining Task Force's process and writing numerous letters to advocate for maintaining the body.

In its early decades, COSW drove major reforms: it pushed San Francisco to adopt the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) ordinance in 1998, making the City the first in the nation to locally implement this global human rights framework. It spearheaded the Justice and Courage Blueprint after the Claire Joyce Tempongko case in 2000, which revealed systemic failures in the City's domestic violence response and led to reforms across police, probation, and the courts. COSW also played a role in creating cross-agency structures like the Family Violence Council and the Sexual Assault Response Team.

COSW provides a consistent forum for survivors of gender-based violence, sexual assault, and domestic violence, along with advocates and community-based organizations, to engage with local government. Public comment averages 4–10 speakers per meeting. In recent years, the Commission has overseen a citywide survey to identify community priorities, advanced grants to safeguard reproductive care after the Dobbs Supreme Court decision, and continued to track women's representation in public spaces, which remains well below the City's 30% goal.¹⁴¹ It has also highlighted public health research on trans women, elevated programs supporting young women of color and girls in sports, engaged women voters, and provided a platform for LGBTQ+ business owners and the Office of Transgender Initiatives to share their work on equity and inclusion. The Commission issued commendations for female leadership in the San Francisco Police Department after supporting efforts to address the Department's lack of lactation spaces for officers. The Commission also reviews regular reports from the Department and makes recommendations to uplift credible information.¹⁴²

¹⁴⁰ Women

¹⁴¹ Ordinance 243-18, passed in 2018, mandated that women be represented in at least 30% of all public spaces, including in art, street names, parks, and buildings. COSW analysis shows that women are still vastly underrepresented, compared to men, in public spaces across San Francisco, only averaging 15 percent of representation in public property.

¹⁴² Reports include the San Francisco Bay Area Abortion Rights Coalition (BAARC) Report, Gender Analysis of Commissions and Boards Report, Community Needs Assessment Report, Representation of Women in Public Property, and Human Trafficking Report.

Last year, the Gender-Based Violence (GBV) grant portfolio was moved to the Mayor's Office of Housing and Community Development.¹⁴³ COSW still reviews sole-source grants and provides policy oversight, but its direct influence on resource allocation is narrower than in the past. Its current work often centers on research, hearings, and symbolic oversight, such as tracking women's representation in public spaces, reviewing demographic data on City boards and commissions, and spotlighting issues through community presentations. While these are meaningful contributions, they lack the structural and financial weight of COSW's earlier interventions. Even in critical areas like sexual harassment oversight, COSW's role is largely limited to reviewing data reports from the Department of Human Resources rather than driving systemic reform directly.

If the Task Force chooses to keep the COSW – and again, the criteria offer no reason to eliminate the body – it may consider converting it from a governance commission overseeing a department to an advisory body providing input. Such a change could align with recent steps taken in the Mayor's FY 2025–2026 budget, which proposed merging the Department on the Status of Women (DOSW) with the Human Rights Commission department—though DOSW will remain a standalone department unless and until the voters approve a Charter amendment eliminating it or turning it into a division of a larger agency. If DOSW remains a department, COSW could continue as its governance body, similar to how the Human Services Agency includes multiple governance commissions. If DOSW is converted into a division, restructuring COSW as an advisory body would be appropriate. In that case, COSW could function similarly to the LGBTQI+ Advisory Committee to the HRC, maintaining a space for community voices without requiring a full governance commission structure. The Task Force is not responsible for these departmental structure questions, though it may offer a recommendation for City leaders to consider.

Staff considered combining COSW with other commissions or shifting its functions to other agencies, but doing so would diminish the City's focus on gender equity. While COSW's work overlaps with entities such as the Family Violence Council, the Human Rights Commission, and the Mayor's Office of Victims' Rights, it is the only body explicitly charged with advancing gender equity across all City operations. Other departments may address gender issues within their own areas, but COSW—together with DOSW—is the only entity solely focused on the comprehensive advancement, safety, and empowerment of women, girls, and gender-expansive individuals.

¹⁴³ DOSW's GBV grant agreements spanned five years of possible renewals, were initiated in FY 2020–21, and set to sunset on June 30, 2025. The baseline annual funding requirement for the portfolio was \$8,470,743, supporting 27 individual grantees across 39 contracts in six program areas

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Both
Appointment confirmations	None	None	None ¹⁴⁴	Yes – Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ¹⁴⁵	3 terms	No
Qualifications	None	None required ¹⁴⁶	None required ¹⁴⁷	Yes – Both ¹⁴⁸
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	Yes ¹⁴⁹	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role ¹⁵⁰	Yes – Both

If the Task Force chooses to retain the Commission on the Status of Women (COSW), several changes should be made regardless of its designation: members should serve at will, term limits should be established and the Commission's authority to hire and fire the department head should be eliminated. If the Task Force recommends converting COSW from a governance commission to an advisory body, additional modifications would be required, including revisions to term lengths, establishing authority, sunset provisions, and contract and budget approval powers.

¹⁴⁴ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁴⁵ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁴⁶ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁴⁷ See prior note

¹⁴⁸ Charter section 3.100(18) applies (the Notice of Appointment shall include the appointee's qualifications to serve and a statement how the appointment represents the communities of interest, neighborhoods and diverse populations of the City and County)

¹⁴⁹ 3-6 per year in the past three fiscal years

¹⁵⁰ Exceptions if this is currently required by law

19. Family Violence Council (Mayor's Office of Victims' Rights)**Criteria-based outcome:** Keep**Notes:**

- Criteria do not provide any reason for elimination

Primary Department	MYR	Established	2007
Current Type	Staff Working Group	Meetings (CY24)	4
Policy Area	Human Rights	Members (as of September 2025)	28 total seats 1 vacant seat (4%)
Annual Cost	\$2k ¹⁵¹		

Works to prevent and improve the City's response to family violence by recommending programs, policies, and coordination of City services to the Mayor and Board of Supervisors ([Administrative Code § 5.19-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁵²	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Outcome: Because the answer is "no" to all applicable criteria, consider keeping.</i>			

¹⁵¹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁵² Commission on the Status of Women

Staff Discussion:

The Family Violence Council (FVC) is a hybrid staff working group/advisory committee that consists of 25 City employees and 3 members of the public. This body exists to formulate policies and promote communication and coordination across the various City and nonprofit agencies that address family violence. Though the body consists mainly of City employees, its three public members are designated in code as the body's steering committee, informally referred to as the "tri-chairs," who plan and facilitate the meetings. Each tri-chair has expertise in a different focal area – child abuse/neglect, domestic violence, and elder/dependent adult abuse.

FVC produces an annual report that serves as the City's comprehensive landscape analysis of family violence. The report identifies urgent issues/trends, provides recommendations for City agencies and service providers, and includes disaggregated data on victims and perpetrators. FVC and City agencies use the data and recommendations from the annual report to drive policy changes. For example, in the last year FVC worked with the San Francisco Police Department (SFPD) to increase staffing of the Special Victims Unit (SVU) and improve SFPD's response to restraining order violations. In prior years, FVC has tackled issues such as trainings for City employees and City-funded service providers, SFPD protocols for domestic violence and elder abuse response, and strategies to address a rise in Anti-Asian Hate crimes.

FVC typically hears from around six public commenters per meeting, including survivors, advocates, and service providers. FVC met virtually during COVID and saw higher levels of public participation.

At its September 17, 2025 meeting, the Commission Streamlining Task Force recommended removing other interdepartmental coordination groups, such as the Committee for Utility Liaison on Construction and Other Projects (CULCOP) and the Municipal Green Building Task Force, from the Administrative Code and reconstituting them as passive meeting bodies. The Task Force reasoned that coordination work can continue without the full obligations of the Brown Act, which some groups have struggled to meet. For similar reasons, the Task Force may elect to apply this approach to FVC, preserving its coordinating function while reducing administrative burden and legal risk. However, staff note that the FVC's structure as a public meeting body with community leadership creates a unique and valuable forum for advocates and service providers to collaborate on equal footing with City agencies.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	28	15 maximum	No	No change; MOVR and CAT are currently working on legislation to reduce this group's membership to 15
Appointing authority	28 different appointing bodies	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	6 members appointed by the Steering Committee serve 1-year terms; no terms are set for other council members	3 years maximum	No	No change; suggest that MOVR and CAT include 3-year terms for any public members in their legislation
Term limits	No more than 6 years out of a 9-year period	Case-by-case ¹⁵³	Yes	
Qualifications	Seats designated for 28 elected officials, department heads, nonprofit executives, or their designees ¹⁵⁴	None required ¹⁵⁵	Yes	No change; MOVR and CAT are currently working on legislation to alter this group's membership and qualifications
Establishing authority	Administrative Code	Administrative Code	Yes	

¹⁵³ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁵⁴ Presiding Judge of the Superior Court, Mayor, President of the Board of Supervisors, District Attorney, Chief of Police, Sheriff, President of the Commission on the Status of Women, Chief of Adult Probation, Executive Director of the Department of Emergency Management, Executive Director of the Domestic Violence Consortium, Executive Director of the Human Services Agency, Executive Director of the Consortium for Elder Abuse Prevention, Executive Director of Safe & Sound, Director of the Department of Public Health, Executive Director of the Department of Disability and aging Services, Executive Director off the Department of Children, Youth, and Their Families, Medical Examiner, Director of the Department of Child Support Services, Chief of Juvenile Probation, Public Defender, Director of the Department of Animal Care and Control, Superintendent of the San Francisco Unified School District, Human resources Director, Chief of the Fire Department, Director of the Department of Homelessness and Supportive Housing, Director of the Department of Early Childhood, Director of the Department of Police Accountability, and Executive Director of the Human Rights Commission

¹⁵⁵ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Sunset date	5/1/2027	3 years	Yes	

The Family Violence Council is primarily a staff working group, though it functions similarly to an advisory committee, so alignment to that template is appropriate.

In September 2024, the Mayor's Office of Victims' Rights (MOVR) assumed responsibility from the Department on the Status of Women for facilitating FVC. Since then, MOVR has worked with the tri-chairs to reassess the group's bylaws and membership to streamline operations. MOVR is currently working with the City Attorney's Office (CAT) on legislation to update the group's membership and align it more closely with the Task Force's advisory committee template. If the Task Force elects to keep FVC, they should direct staff to work with MOVR and CAT to ensure legislation is aligned with the advisory committee template.

20. [Human Rights Commission](#) (Human Rights Commission)

Criteria-based outcome: Keep

Notes:

- Criteria do not provide any reason for elimination
- Provides a forum for equity and discrimination concerns, with near-monthly meetings covering oversight, policy, and community recognitions
- Serves as the City's primary equity commission, with capacity to be an umbrella for the work of more specific commissions

Primary Department	HRC	Established	1964
Current Type	Governance	Meetings (CY24)	10
Policy Area	Human Rights	Members (as of May 2025)	11 total seats 1 vacant seats (9%)
Annual Cost	\$314k ¹⁵⁶		

Enforces San Francisco's anti-discrimination laws and advances equity across the City. Investigates and mediates discrimination complaints; advises City leaders; oversees departments' affirmative-action plans; and helps ensure City contracts, programs, and services comply with civil-rights requirements—using tools like public hearings and subpoenas when needed. Housed within the department, the Office of Racial Equity develops the City's equity framework, analyzes policies and budgets for racial impacts, and supports departments in reducing disparities ([Charter § 4.107](#); [Administrative Code § 12A](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁵⁷	
	4B. Could this body reasonably be combined with others in its policy area?	No	

¹⁵⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁵⁷ Commission on the Status of Women, Immigrant Rights Commission

		4C. Could this body reasonably take on the work of others in its policy area?	No
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
		5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Human Rights Commission (HRC), which was created in 1964 via a Board of Supervisors ordinance amid rising civil rights concerns and added to the Charter in 1990 via Proposition J. Today, HRC governs a department of the same name which has a budget of \$28M and 27 employees (FTEs) for FY26. The Commission provides oversight on discrimination, equity, and human rights issues, ensuring that San Francisco’s policies and practices align with civil rights protections. While there was a high rate of meeting cancellations in the last year, HRC serves as a public, near-monthly forum for community concerns about equity and discrimination.

Based on the ten meetings between January and September 2025, the Commission’s work focuses on a combination of departmental oversight, policy discussions, and community recognitions. Commissioners receive updates from the Acting Executive Director on staffing, audits, and major program initiatives, and they periodically act on budget matters or grant approvals, such as Juneteenth celebration funding or recommendations from advisory committees. Meetings also highlight heritage and awareness months—including Black History, Women’s History, AANHPI Heritage, Disability Pride, Latino Heritage, Transgender History, and Juneteenth—through presentations from staff, commissioners, and community partners. In addition, the Commission hears special presentations on equity issues such as immigrant rights, child homelessness, and pedestrian safety, and it occasionally convenes closed sessions for litigation or personnel matters, including the Executive Director appointment.

Elsewhere in this document, staff discuss options for restructuring related bodies such as the [Commission on the Status of Women](#) and the [Immigrant Rights Commission](#). Because HRC’s scope is broader, it should absorb the narrower functions of other commissions in a potential merger. In that case, HRC seats could be designated to ensure representation of those issue areas. Alternatively, the other bodies could remain as separate advisory bodies—similar to the LGBTQI+ Advisory Committee—providing input to HRC. However, these options do not alter the conclusion that retaining HRC is essential to keeping equity and human rights as visible, central priorities in San Francisco’s governance. In fact, they underscore the importance of maintaining HRC as a stand-alone commission.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	11	15 maximum	5-7	Yes – Advisory
Appointing authority	Mayor	N/A	Mayor	Yes - both
Appointment confirmations	None	None	None ¹⁵⁸	Yes - both
Member removal	At will	At will	At will	Yes - both
Term length	4 years	3 years maximum	4 years	Yes - Governance
Term limits	None	Case-by-case ¹⁵⁹	3 terms	No
Qualifications	None	None required ¹⁶⁰	None required ¹⁶¹	Yes - Both ¹⁶²
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes - Governance
Hiring and firing authority	Yes (may nominate candidates for Executive Director, and has sole authority to fire the Executive Director)	N/A	Consultative responsibilities only	No
Contract approval authority	Yes ¹⁶³	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role ¹⁶⁴	Yes

¹⁵⁸ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁵⁹ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁶⁰ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁶¹ Same note as above

¹⁶² Charter section 3.100(18) applies (the Notice of Appointment shall include the appointee's qualifications to serve and a statement how the appointment represents the communities of interest, neighborhoods and diverse populations of the City and County)

¹⁶³ HRC's bylaws state the body reviews and approves grants, but in recent practice, the commission has not been exercising this authority

¹⁶⁴ Exceptions if this is currently required by law

The Task Force may consider aligning the Human Rights Commission (HRC) to either the governance commission or advisory committee template. Currently, HRC operates as a governance body, but converting it to an advisory committee might better match its resources and oversight role. Its budget and staff are relatively modest for a Charter commission. Furthermore, it's not clear that the additional oversight functions catch potential issues. Recent audits and reporting showed that the Commission under the former department head approved contracts which violated procurement rules and were alleged to be a misuse of public funds.

HRC currently has 11 seats, which fits well within the advisory committee template. It also appears the body was larger historically—[Administrative Code § 12A.4](#), which dates back to the 1980s and 1990s, still lists HRC membership as 15, while [Charter § 4.107](#) now sets it at 11. The Task Force should address and reconcile that discrepancy legislatively. If the Task Force aligns HRC to the governance commission template, it would need to reduce seats by at least four. Because there are currently no seat-specific qualifications, making that legislative change would be relatively straightforward. As of May 2025, only one seat was vacant.

If HRC remains in the Charter as a governance commission, the Task Force should direct staff to work with the City Attorney's Office to clarify which duties belong to the department and which belong to the commission.

21. Immigrant Rights Commission (City Administrator's Office)

Criteria-based outcome: Keep

Notes:

- Criteria do not provide any reason for elimination
- Only dedicated City forum for immigrant voices and language access, with strong public participation and multilingual engagement

Primary Department	ADM	Established	1997
Current Type	Advisory	Meetings (CY24)	8
Policy Area	Human Rights	Members (as of May 2025)	15 total seats 2 vacant seats (13%)
Annual Cost	\$210k ¹⁶⁵		

Guides the Mayor and Board of Supervisors on issues and policies that affect immigrants in San Francisco. Duties include holding annual public hearings to gather community input, reviewing state and federal legislation, and coordinating with City departments to improve services for immigrants. Prepares an annual report on immigrant needs and programs and develops public education efforts to highlight immigrants' contributions and advocate for their rights ([Administrative Code § 5.201](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁶⁶	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁶⁷	

¹⁶⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁶⁶ Human Rights Commission

¹⁶⁷ Immigrants

5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Immigrant Rights Commission (IRC), which serves as an advisory body to the Office of Civic Engagement & Immigrant Affairs (OCEIA), a division within the City Administrator’s Office. Established in 1997, the IRC’s role expanded in 2001 with the adoption of the Language Access Ordinance (LAO). In 2025, the IRC’s first five meetings drew 39 unique public commenters—an average of eight per meeting—with interpretation provided in multiple languages, including Spanish, Cantonese, Filipino, Arabic, and Mongolian.

The Immigrant Rights Commission (IRC) provides a forum for immigrant communities to share input on City services and policies, complementing the work of the Office of Civic Engagement & Immigrant Affairs (OCEIA). Commissioners, who are drawn from community representatives, bring perspectives that differ from City staff and may help surface concerns from vulnerable populations. The IRC receives quarterly reports from OCEIA on language access complaints and an annual report on citywide LAO compliance. It also hears updates on federal, state, and local legislation and executive actions, and determines which policy positions to recommend for City support or opposition. In recent years, the Commission has been involved in the 2024 amendments to the LAO, issued recommendations on immigrant workforce development, and discussed or supported initiatives such as work permit clinics, worker cooperatives, and community recognition events.

Although the evaluation criteria support retaining IRC as-is, the Task Force may consider two potential consolidation models for the IRC and the Human Rights Commission (HRC). One option would be to merge the IRC fully into the HRC, adding qualifications for a subset of HRC’s 11 seats to ensure representation of immigrant issues. Another option would be to retain the IRC as a separate advisory committee to the HRC, similar to the LGBTQI+ Advisory Committee. This second option would only make sense if OCEIA were moved out of the City Administrator’s Office and placed within the HRC department or newly created Human Rights Agency, which would require department restructuring outside the scope of the Task Force.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	15	15 maximum	Yes	
Appointing authority	Mayor (4 seats) and Board of Supervisors (11 seats)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	Increase from 2 to 3 years
Term limits	None	Case-by-case ¹⁶⁸	No	Align to template; add 4-term limit
Qualifications	Yes (body-level) ¹⁶⁹	None required ¹⁷⁰	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; add a 3-year sunset date

To align with the advisory committee template, the Task Force would increase term lengths, add a four-term limit, and add a three-year sunset date.

¹⁶⁸ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁶⁹ At least eight members shall be immigrants to the U.S. All members shall have a demonstrated knowledge of and interest in the health, human service, educational, or employment issues that affect immigrants residing in San Francisco and shall reflect the geographic, ethnic, and sexual orientation populations of San Francisco.

¹⁷⁰ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

22. LGBTQI+ Advisory Committee (Human Rights Commission)

Criteria-based outcome: Keep

Notes:

- Body is borderline inactive, but the Task Force should consider keeping
- Provides the City's only dedicated forum for LGBTQI+ representation and policy input
- Vacancy rate, infrequent meetings, and lack of online meeting details raise questions about the body's level of commitment

Primary Department	HRC	Established	1975
Current Type	Advisory	Meetings (CY24)	3
Policy Area	Human Rights	Members (as of May 2025)	25 total seats ¹⁷¹ 6 vacant seats (24%)
Annual Cost	\$42k ¹⁷²		

Advises the Human Rights Commission on discrimination against and other issues affecting the queer community ([Administrative Code § 12A.6\(c\)](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ¹⁷³	Consider eliminating or combining
	3B. Could these issues be addressed by applying templates?	No	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁷⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁷⁵	

¹⁷¹ HRC reports membership has been reduced from 25 to 15 seats

¹⁷² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁷³ Met 3 times in FY24 and canceled 1 meeting

¹⁷⁴ Human Rights Commission

¹⁷⁵ LGBTQI+ individuals

5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

The Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Advisory Committee (LGBTQI+AC), was established in 1975 to advise the Human Rights Commission on issues affecting LGBTQI+ communities. Its original purpose was to create a platform for addressing discrimination, advocating for the civil rights, and ensuring access to public services. Over time, its role expanded to include advocacy for people living with HIV/AIDS and to advancing gender identity protections within San Francisco law.

The Committee's work includes reviewing departmental initiatives, advising on housing, employment, health care, and public safety, and supporting subcommittees on transgender initiatives and rights; housing, health, and wellness; and arts and culture. It also plays a key role in budget advocacy for LGBTQI+ services and reviews proposed changes to City codes and ordinances that affect LGBTQI+ rights and protections. In recent years, the Committee's input has shaped policy updates to modernize gender definitions in the Administrative Code and amendments to the Fair Chance Ordinance.¹⁷⁶ It has also influenced initiatives such as the Drag Laureate program and promoted expanded collection of sexual orientation and gender identity (SOGI) data to improve City services. These outcomes have aligned City law more closely with the lived realities of LGBTQI+ residents and strengthened protections against discrimination.

The Committee remains one of the few formal avenues for LGBTQI+ representation in City policymaking, offering a structured forum to elevate issues that might otherwise go unaddressed. For many LGBTQI+ residents, it is one of the most reliable pathways into City Hall, helping to build trust and accountability between government and community. Retaining the Committee would preserve a dedicated platform for equity and visibility and ensure that City policy continues to reflect the lived experiences of LGBTQI+ residents.

At the same time, the Committee was flagged as "borderline inactive" because it only met three times in 2024. Its website is inconsistently updated, showing four meetings in 2022, none in 2023 or 2024, and two in 2025 (January and April), which does not align with departmental reporting that four meetings were held in 2024. Membership requirements are also unclear: the Administrative Code specifies three members, the website lists 19, [draft bylaws](#) from January 2025 cite 19, and the department has reported a reduction from 25 to 15 seats. Assuming 19 of 25 seats are filled, current vacancies account for about 24 percent of seats, which is just under the 25 percent borderline inactive threshold. Public attendance is also modest, typically two to five individuals.

Eliminating the Committee could reduce duplication by consolidating its functions under the broader Human Rights Commission, which already has a citywide equity mandate. A subset of the HRC's 11 seats could be designated for LGBTQI+ representation. However, this would dilute the City's focus on queer issues. The Advisory Committee is the only body explicitly charged with addressing LGBTQI+

¹⁷⁶ Passed in 2014, aims to reduce employment and housing discrimination against people with arrest or conviction records

concerns and retaining it as a separate advisory body to the HRC would preserve a dedicated forum for elevating community priorities while clarifying membership and scope.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	25 ¹⁷⁷	15 maximum	No	Specify a maximum of 15 seats in the Administrative Code
Appointing authority	Human Rights Commission	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	Align to template; add 3-year terms
Term limits	None	Case-by-case ¹⁷⁸	No	Align to template; add 4-term limit
Qualifications	Yes (body-level) ¹⁷⁹	None required ¹⁸⁰	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; add a 3-year sunset

The Task Force should recommend aligning the LGBTQI+ Advisory Committee to the advisory committee template. Adding term lengths, term limits, and a sunset date are straightforward changes. Given the lack of clarity around the Committee's membership size, the Administrative Code should be amended to specify that the body can have anywhere between 3 and 15 members, with general qualifications mirroring the [January 2025 draft bylaws](#).

¹⁷⁷ The Administrative Code requires a minimum of three seats. HRC reports the seat count has been reduced from 25 to 15, but draft bylaws from January 2025 list 19 members, as does the body's website.

¹⁷⁸ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁷⁹ Under the Administrative Code, members must be City residents who are either publicly identified with the lesbian/gay community or have worked closely with that community. The Commission's bylaws further specify that the Committee "comprises 19 potential seats" with up to ten seats for members of organizations affiliated with the LGBTQI community and the balance of seats for other interested individuals who are affiliated with the LGBTQI community.

¹⁸⁰ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Policy Area: Human Services Agency Bodies

The San Francisco Human Services Agency (HSA) addresses two overarching policy and service areas, each with a unique role in supporting San Franciscans. The Benefits and Family Support (BFS) division provides supportive services to families, children, and single adults, while the Department of Disability and Aging Services (DAS) provides services for older adults, veterans, and people with disabilities. Both the division and the department are under the broader HSA umbrella, which was formed in 2004 to consolidate service delivery, with HSA administrative staff providing support for both departments.

This section includes recommendations for all eight HSA bodies but begins with a brief overview to provide additional background and context on the six disability and aging services bodies, which are more numerous and complex than the other two HSA bodies.

Disability and Aging Public Bodies Overview

Approximately 13% of San Francisco's population is over the age of 62 and 11% identify as having a disability.¹⁸¹ The Department of Disability and Aging (DAS), housed under the Human Services Agency (HSA), is the primary department serving older adults and adults with disabilities. A complex network of federal, state, and local laws and funding sources dictate how the City serves these San Franciscans. The number of public bodies related to disability and aging services is partially due to this complicated set of requirements. There are six bodies in the Task Force's scope that oversee or advise on disability and aging services: the Disability and Aging Services Commission (DASC), the Advisory Council to the Disability and Aging Services Commission (the Advisory Council), the Dignity Fund Oversight and Advisory Committee (DF-OAC), the Dignity Fund Service Providers Working Group (DF-SPWG), the IHSS Public Authority Governing Board, and the Long Term Care Coordinating Council (LTCCC). HSA also has a governing body, the Human Services Commission, overseeing its work.

Federal and State Requirements

The Older Americans Act (1965) and the Older Californians Act (1980) established programs and structures at the federal and state levels to direct funding to local agencies serving older adults. Per these acts, the state designates one public or nonprofit agency to act as the "Area Agency on Aging" (AAA), which then receives State and Federal funds and coordinates the provision of services and information for older adults, adults with disabilities, and their caregivers. DAS is San Francisco's AAA. There are specific requirements that each AAA must meet, which include establishing a governing board, an advisory council to that governing board, and conducting community needs assessments. The City established DASC and the Advisory Council to meet these requirements.

In-Home Supportive Services (IHSS) is a critical program serving older adults and people with disabilities that San Francisco administers via the IHSS Public Authority. This agency performs its own government functions, separate and distinct from the City and County, and the IHSS Public Authority Governing Board oversees its work. The IHSS Public Authority pays for care providers to support

¹⁸¹ According to the American Community Survey 2023 5-year estimates for San Francisco. Note that we use 62 as a cut-off here due to what data is available. Many services for older adults in San Francisco are available to those 60 and older, while other definitions state that an older adult is age 65 or older.

Medi-Cal eligible older adults and people with disabilities so that they may safely remain in their homes. The State of California established this program and has specific governance requirements, which San Francisco has chosen to meet via the creation of the IHSS Public Authority and its Governing Board.

Local Requirements

There are also local funding sources that support aging and disability services. The largest is the Dignity Fund, which voters approved in 2016 and comprises 11% of DAS's budget for Fiscal Year 2025-2026. The legislation establishing this fund required the creation of the Dignity Fund Oversight and Advisory Committee (DF-OAC), which is an advisory body that conducts a community needs assessment (similar to the community needs assessment that the state/federal government requires) and provides additional oversight of fund administration. The legislation also tasks the DF-OAC with creating a Service Providers Working Group to gather service provider and community input in Dignity Fund administration.

Finally, there are other bodies and agencies across San Francisco that support aspects of disability and aging services. These include the Mayor's Office on Disability, which moved under DAS in the most recent budget cycle, the Mayor's Disability Council, which is a passive meeting body and is out of scope for the Task Force's work, and the Long Term Care Coordinating Council, which is an advisory body that voted to disband in 2024 but was unable to due to specific duties the Charter requires it to perform.

Summary of Options

This commission streamlining work provides the City with an opportunity to be more intentional about how to organize oversight of disability and aging services in San Francisco while still fulfilling state and federal legal requirements. The recommended options are:

1. Keep the Disability and Aging Services Commission as a governance commission. This body fulfills the state requirement for an AAA governing board. While another body could theoretically fulfill this requirement, moving the work required of an AAA to another body would be impractical.
2. Combine the Advisory Council and DF-OAC; eliminate LTCCC and DF-SPWG in order to streamline advisory bodies while fulfilling the state and federal requirements for an AAA advisory council.
3. Keep the IHSS Public Authority Governing Board in order to fulfill the state requirements for an IHSS governing board. While there are other options available to fulfill state requirements, this model aligns with other jurisdictions' approaches and functions well.

Each section below provides detailed discussion and the application of the criteria and templates for each disability and aging services-related body.

23. Advisory Council to the Disability and Aging Services Commission (Human Services Agency)

Criteria-based outcome: Keep
Notes: - Legally required to exist - Consider absorbing the Dignity Fund's Oversight and Advisory Committee's functions

Primary Department	HSA (DAS)	Established	1997
Current Type	Advisory	Meetings (CY24)	12
Policy Area	Disability and Aging	Members (as of May 2025)	22 seats 7 vacancies (32%)
Annual Cost	\$ 69,571 ¹⁸²		

Advises the Disability and Aging Services Commission on all matters relating to the development, administration, and operations of its area plan. The California Department of Aging requires all Area Agencies on Aging (AAA) to create an area plan every four years to guide services for older adults and adults with disabilities ([Administrative Code § 5.6-4](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfil some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ¹⁸³	
	3B. Could these issues be addressed by applying templates?	Yes ¹⁸⁴	Consider keeping and aligning to template
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁸⁵	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope

¹⁸² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁸³ >25% of seats are vacant

¹⁸⁴ Reducing number of seats may help address vacancies

¹⁸⁵ Dignity Fund Oversight and Advisory Council, Disability and Aging Service Commission, IHSS Public Authority, Long Term Care Coordinating Council.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁸⁶	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

The Advisory Council to the Disability and Aging Services Commission (Advisory Council) is an advisory group that provides community input and advice to the Department of Disability and Aging Services (DAS), which serves as San Francisco’s Area Agency on Aging (AAA). This advisory body is legally required to exist because it serves as the “Area Agency on Aging Advisory Council,” which is required under the federal Older Americans Act. Federal and State law provide general requirements for the Advisory Council, including its role in advising on area plans and membership requirements.

While the Advisory Council is required to exist and must comply with some broad requirements, there is opportunity to streamline bodies by having the Advisory Council absorb some functions of the Dignity Fund Oversight and Advisory Committee (DF-OAC). The Advisory Council provides a forum for community input on the area plan, which each AAA develops every four years to guide service delivery. The Dignity Fund is a voter-approved set-aside that funds specific services for older adults and adults with disabilities. The establishing legislation requires DAS to conduct a community needs assessment every four years to inform which services the Dignity Fund supports. Combining the Advisory Council and the DF-OAC streamlines input into both these processes, ensures that the Dignity Fund allocations are aligned with the City’s strategic goals and priorities, and supports a unified strategy for serving older adults and adults with disabilities.

¹⁸⁶ Demographic group: older adults and adults with disabilities

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	22	15 maximum	No	Align to template; reduce to 15 members
Appointing authority	Disability and Aging Services Commission (11 seats); Board of Supervisors (11 seats)	N/A	N/A	Edit requirements if combined with DF-OAC
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years ¹⁸⁷	3 years maximum	No	Align to template; 3-year terms
Term limits	None	Case-by-case ¹⁸⁸	No	Align to template; 4-term limit
Qualifications	Yes (body-level) ¹⁸⁹	None required ¹⁹⁰	Yes	Consider editing requirements if combined with DF-OAC
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Do not align to template

The Task Force should recommend some changes to the Advisory Council to the Disability and Aging Commission to align the body to the advisory committee template and to support combining the body with the Dignity Fund Oversight and Advisory Committee in a way that meets both the legal requirements for the AAA Advisory Council and the intent of the legislation establishing the Dignity Fund

The Task Force should align the combined advisory body to the template by reducing the number of members to 15, adding term lengths of three years, and four-term limits. The Task Force should not add a sunset date, since this body is legally required.

¹⁸⁷ Determined by the bylaws, not by the Administrative Code.

¹⁸⁸ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁸⁹ Members must reflect San Francisco's diverse neighborhood and communities. More than 50 percent of the 11 members shall be persons who are 60 years of age or older. The Council shall include service providers, older persons with the greatest socio and economic need, consumers, and others specified by federal regulation.

¹⁹⁰ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

To combine the Advisory Council and DF-OAC and reduce the number of seats, the Task Force should recommend changes to the appointing authority requirements. The body should keep split appointments, but make changes to the appointing authority, with the Board of Supervisors appointing five members, the Mayor appointing five members, and the Disability and Aging Services Commission (DASC) appointing five members, two of whom should be sitting Commissioners. The Advisory Council itself should provide recommendations for DASC appointees, to ensure the body represents broad community interests.¹⁹¹ The term lengths of the commissioners sitting on the Advisory Council should be four years rather than three in order to match their terms on the Commission.

Additionally, the Administrative Code has broad qualifications requirements for the Advisory Council. While the DF-OAC does not require members to have specific qualifications, the intent of the Dignity Fund OAC is to be a diverse representation of San Franciscans involved in implementing or benefitting from the Dignity Fund. The Task Force should direct staff and the City Attorney's Office to work with DAS to create requirements that ensure at least 50% of the members are over the age of 60 and that the body includes robust representation of active service providers, people with disabilities, representatives of organizations serving people with disabilities, low-income members, and any other members needed in order to fulfill both the state and federal requirements for the body's membership and the intent of the DF-OAC.

There are several modifications the Task Force may recommend that are outside of template components. First, the Administrative Code requires the body to meet at least ten times per year. To ensure that the combined advisory committee adequately represents Dignity Fund interests, the Task Force may consider adding language that requires at least four of those meetings focus on Dignity Fund topics. Second, the Charter assigns DASC the responsibility to "establish an Advisory Council to advise the Commission in accordance with federal law and regulations." The Task Force should recommend clarifying that the Advisory Council advises the Department of Aging and Disability Services, not the Commission, since the Department is the AAA. Finally, the Administrative Code refers to the body as only "the Advisory Council;" the Task Force may suggest updating the name to be more specific.

¹⁹¹ Because the Mayor appoints Disability and Aging Services commissioners, having both the Mayor and DASC appoint Advisory Council members could be seen as increased Mayoral influence. Having the Advisory Council provide nominees or recommendations may help ensure the Council is representative of broad community interests.

24. [Dignity Fund Oversight and Advisory Committee](#) (Human Services Agency)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest eliminating and allowing the Advisory Council to the Disability and Aging Services Commission to absorb functions

Primary Department	HSA (DAS)	Established	2017
Current Type	Advisory	Meetings (CY24)	6
Policy Area	Disability and Aging	Members (as of May 2025)	11 total seats 2 vacancies (18%)
Annual Cost	\$43k ¹⁹²		

Participates in administering the Dignity Fund, which helps seniors and adults with disabilities secure necessary services to age in their own homes and communities ([Charter § 16.128-11](#); [Administrative Code § 5.34-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁹³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁹⁴	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹⁹² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁹³ Advisory Council to the Disability and Aging Commission, Disability and Aging Service Commission, IHSS Public Authority, Long Term Care Coordinating Council.

¹⁹⁴ Demographic group: older adults and adults with disabilities. Funding source: the Dignity Fund

Staff Discussion:

The Dignity Fund is a voter-approved revenue stream that funds specific services for older adults and adults with disabilities. The Dignity Fund passed in 2016 and was successful due to the community organizing efforts of advocates, community members, and service providers. The Department of Disability and Aging Services (DAS) administers the fund while the Dignity Fund Oversight and Advisory Committee (DF-OAC) “monitors and participates in the administration of the Dignity Fund and takes steps to ensure that it is accountable to the community,” according to the OAC’s website. It is one of five bodies overseeing or advising on aspects of the City’s disability and aging services. While DF-OAC has a specific focus on the Dignity Fund, there is overlap in the work and focus of these five bodies, which may lead to disjointed recommendations and both commissioners and City staff doing duplicative or repetitive work.

The criteria-based outcome is to combine or eliminate the DF-OAC. In particular, the Evaluation Criteria includes a criterion that specific funds should not have dedicated advisory bodies. Instead, budget decisions about these funds should be part of a department’s overall budget processes so that the funds may be considered holistically and in alignment with a department’s strategic goals. Considering DAS already has a governance and advisory body, it is sensible for those bodies to provide input on the Dignity Fund instead.

Community involvement is an important component of the Dignity Fund legislation and helps to ensure that the City uses the Dignity Fund to deliver services that meet diverse community needs. However, there is opportunity to streamline DAS-related advisory bodies in order to make the City’s work serving older adults and adults with disabilities more efficient and effective. The Advisory Council to the Disability and Aging Commission is one of the other advisory bodies and is legally required by the state and federal government. It can absorb some functions of the DF-OAC. The Advisory Council provides a forum for community input on the area plan, which each Area Agency on Aging (DAS, for San Francisco) must develop every four years to guide service delivery. The Dignity Fund’s establishing legislation requires DAS to conduct a community needs assessment every four years to inform which services the Dignity Fund supports. Combining the Advisory Council and the DF-OAC streamlines input into both these processes and ensures that the Dignity Fund investments align with broader strategic goals and priorities and support a unified strategy for serving older adults and adults with disabilities.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11	15 maximum	Yes	
Appointing authority	Disability and Aging Services Commission (2 seats), Advisory Council to the Disability and Aging Commission (3 seats), Long Term Care Coordinating Council (3 seats), Mayor (3 seats)	N/A	N/A	
Appointment confirmations	None ¹⁹⁵	No confirmations	No	Align to template; remove ability of BOS to reject Mayoral appointees
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	No	Align to template; increase to 3 years
Term limits	None	Case-by-case ¹⁹⁶	No	Align to template; add 4-term limit
Qualifications	8 members must come directly from the other City bodies that appoint them. Mayoral appointees have no specific qualifications required.	None required ¹⁹⁷	Yes	
Establishing authority	Charter and Administrative Code ¹⁹⁸	Administrative Code	No	Align to template; remove from Charter
Sunset date	The end of Fiscal Year 2036-37	3 years	No	Align to template; edit sunset date to be 3 years

¹⁹⁵ Mayoral appointees are “subject to rejection by the Board of Supervisors within 30 days following transmittal of the Notice of Appointment.”

¹⁹⁶ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁹⁷ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁹⁸ Established via Proposition I in the November 2016 election, so changes require voter approval

The criteria-based outcome is to combine or eliminate the DF-OAC. The Task Force should combine the DF-OAC with the Advisory Council to the Disability and Aging Commission. The recommended application of the advisory committee template and other proposed edits to help create the new Advisory Council are discussed in detail in the previous template discussion for the Advisory Council to the Disability and Aging Commission on p. 105. However, if the Task Force recommends keeping DF-OAC, then it should align the body to the advisory committee template.

25. Dignity Fund Service Providers Working Group (Human Services Agency)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest eliminating and allowing to function as a passive meeting body or external advocacy group.

Primary Department	HSA (DAS)	Established	2017
Current Type	Advisory	Meetings (FY25)	2
Policy Area	Disability and Aging	Members (as of May 2025)	Unknown
Annual Cost	N/A ¹⁹⁹		

Advises the Dignity Fund Oversight and Advisory Committee on the Dignity Fund. Includes a broad cross-section of service providers that actively provide services to older adults, adults with disabilities, and their caregivers ([Charter § 16.128-11\(e\)](#); [Administrative Code § 5.34-1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Unknown	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Unknown	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²⁰⁰	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²⁰¹	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider eliminating

¹⁹⁹ The Service Providers Working Group was discovered to be in scope after the Budget and Legislative Analyst conducted their [Financial Analysis report](#), released on September 1, 2025

²⁰⁰ Advisory Council to the Disability and Aging Commission, Dignity Fund Oversight and Advisory Committee, Disability and Aging Service Commission, IHSS Public Authority, Long Term Care Coordinating Council.

²⁰¹ Demographic group: older adults and adults with disabilities. Funding source: the Dignity Fund

Staff Discussion:

The Dignity Fund Service Providers Working Group (DF-SPWG) is one of two bodies advising or overseeing the Dignity Fund, a voter-approved revenue stream that funds specific services for older adults and adults with disabilities. The Department of Disability and Aging Services (DAS) administers the fund while the Dignity Fund Oversight and Advisory Committee (DF-OAC) “monitors and participates in the administration of the Dignity Fund,” according to the OAC’s website. The Charter mandates that the DF-OAC create the DF-SPWG to get input and advice from providers actively delivering services to older adults, adults with disabilities, and their caregivers. The DF-SPWG met twice in Fiscal Year 2024-2025 and is sometimes on the DF-OAC agenda to present topics of recent discussions.

Similarly to the Department of Children, Youth, and Families Service Providers Working Group, the DF-SPWG appears to function much differently from other public meeting bodies. Currently, two outside advocacy groups, the Dignity Fund Coalition and the Coalition of Agencies Serving the Elderly (CASE), manage the meetings. Meetings are open to all service providers, and typical attendance ranges from approximately five to 60 participants. The Charter language states that “two initial co-chairs of the Working Group... shall be responsible for developing the structure of the Working Group and facilitating the meetings.” It is likely that the co-chairs of the DF-SPWG determined that having outside organizations host and facilitate the meetings was the best structure for the group. However, this means that the group is not operating in accordance with Brown Act requirements. The membership is broad and undefined, with members from CASE and the Dignity Fund Coalition hosting and facilitating the meetings and any service provider being welcome to attend and participate. Under the Brown Act, the Working Group must limit discussion to topics that have been properly noticed and agendized 72 hours in advance of a meeting, but it is unclear whether the group follows this requirement.

The criteria-based outcome is to combine or eliminate the DF-SPWG. Having a forum for service providers to gather and provide input to the City is clearly valuable for the service providers, the City, and the people they serve. However, keeping the body as-is would require the body to adhere to the Brown Act, which may actually lessen the effectiveness of the group. Instead, the Task Force may consider removing DF-SPWG from the Charter and allowing it to continue functioning as-is, rather than requiring the Working Group to comply with the Brown Act and aligning the body with the advisory committee template. There are two ways it could continue outside of Charter/Code. The first option is that DAS could establish it as a passive meeting body and perhaps expand the scope, so that service providers give input on topics beyond the Dignity Fund. The second option is that the SPWG could continue to function outside of the City structures. The Dignity Fund Coalition and CASE could continue to run the meetings outside of City requirements and structures but could still request DAS staff presentations and participation when needed. To ensure service providers still give input into City work, DAS could continue to engage CBOs when conducting the community needs assessments as part of normal department operations and ensure that service providers occupy some seats on the Advisory Council.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	Undefined	15 maximum	Unclear	
Appointing authority	Dignity Fund Oversight and Advisory Committee	N/A		
Appointment confirmations	None	No confirmations	Yes	
Member removal	None	At will	Yes	
Term length	None	3 years maximum	No	Align to template; add 3-year terms
Term limits	None	Case-by-case ²⁰²	No	Align to template; add 4-term limits
Qualifications	Active service providers	None required ²⁰³	Yes	
Establishing authority	Charter, Administrative Code ²⁰⁴	Administrative Code	No	Align to template; remove from Charter
Sunset date	The end of Fiscal Year 2036-37	3 years	No	Align to template; adjust the sunset date to be three years

The criteria-based outcome is to combine or eliminate the DF-SPWG. Due to the informal way the group is currently run, there is limited information about the group's structure, so the current state of most template components is unknown. If the Task Force recommends keeping the DF-SPWG, then it should align the body to the advisory committee template.

²⁰² Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁰³ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

²⁰⁴ Established via Proposition I in the November 2016 election, so changes require voter approval

26. [Disability and Aging Services Commission](#) (Human Services Agency)

Criteria-based outcome: Keep or Combine
Notes: Fulfills a legal requirement impractical to be handled elsewhere

Primary Department	HSA	Established	1973
Current Type	Governance	Meetings (CY24)	12
Policy Area	Disability and Aging	Members (as of May 2025)	7 total seats 0 vacant seats (0%)
Annual Cost	\$198k ²⁰⁵		

Serves as the governing body of the Human Services Agency’s Department of Disability and Aging Services (DAS), which oversees policy for older adults and adults with disabilities to maximize their self-sufficiency, safety, health, and independence, enabling them to live in the community as long as possible and maintain the highest quality of life ([Charter § 4.120](#), [Administrative Code § 5.6-3](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	Yes ²⁰⁶	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ²⁰⁷	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²⁰⁸	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ²⁰⁹	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Yes ²¹⁰	Consider keeping and expanding scope

²⁰⁵ Per the Budget and Legislative Analyst’s [Financial Analysis report](#) issued September 1, 2025

²⁰⁶ Cal. WIC 9400(c)

²⁰⁷ Human Services Commission

²⁰⁸ Advisory Council to the Disability and Aging Commission, Dignity fund Oversight and Advisory Committee, Human Services Commission, In-Home Supportive Services Public Authority Governance Body, Veterans’ Affairs Commission

²⁰⁹ Could be combined with the Human Services Commission

²¹⁰ See prior note.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²¹¹
		5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

The San Francisco Human Services Agency (HSA) addresses two overarching policy and service areas, each with a unique role in supporting San Franciscans. The Benefits and Family Support (BFS) division provides supportive services to families, children, and single adults, while the Department of Disability and Aging Services provides services for older adults, veterans, and people with disabilities. Both the division and the department are under the broader HSA umbrella, which was formed in 2004 to consolidate service delivery, with HSA administrative staff providing support for both departments.

The Disability and Aging Services Commission (DASC) serves as the governing body of DAS, which employs over 450 people (FTEs) and has a budget over \$548 million in FY26. As a governing body, DASC approves the Department of Disability and Aging's budget and contracts. DASC approves over 250 contracts annually on behalf of the Department of Disability and Aging, underscoring its steady workload.²¹² DASC also plays a role in the other Department of Disability and Aging bodies: it reviews all reports related to the Dignity Fund and Community Living Fund²¹³ and appoints two out of 11 members to the Dignity Fund Oversight and Advisory Committee.

Most crucially, DASC fulfills state requirements²¹⁴ to act as the oversight body of the City's Area Agency on Aging²¹⁵ (AAA), which is the Department of Disability and Aging. In this capacity, DASC reviews and approves the Area Plan Update for the California Department of Aging before it is sent to the Board of Supervisors and Mayor. DASC also appoints 11 out of 22 members to the Advisory Council to the DASC, which provides additional community input and advice on the AAA.

DASC meets monthly and operates three subcommittees: Disability and Aging Services Joint Legislative Committee, Nominating Committee for the Department of Aging and Adult Services, and Disability and Aging Services Finance Committee. These subcommittees monitor state and federal legislation to help the City take position on bills, nominate qualified members to serve on the Advisory Council, and provide budget oversight and recommendations to ensure the Department of Disability and Aging best serves San Francisco residents.

Although the City could legally combine DASC with another body, such as the Human Services Commission, this would be impractical. The volume and complexity of state regulations on disability and aging services make it difficult for another body to perform DASC's oversight role. Unless the

²¹¹ Seniors and people with disabilities

²¹² Most of the contracts are on four-year cycles rotating through the DASC for approval.

²¹³ The Dignity Fund and Community Living Fund support services for older adults, people with disabilities, veterans, and caregivers to ensure people can remain in their homes and communities while remaining safe, independent and engaged.

²¹⁴ San Francisco Administrative Code § 5.6-3, Cal. WIC 9400(c).

²¹⁵ State designated entity to coordinate and provide services for older adults and their caregivers within a specific geographic area.

Human Services Commission and the DASC were combined into a single governing body to oversee all the Human Services Agency programs' work, the DASC would need to be kept to legally fulfill the state requirements of having a separate commission to oversee the Department of Disability and Aging Services' work as in its role as the AAA.

Administrative and legal structures also make consolidation challenging. Disability and Aging Services and Benefits and Family Support are two separate departments/divisions, each with their own budget and director. While the two already collaborate within the agency model and share administrative services, no other governance body in the City oversees more than a single departments/. Furthermore, disability and aging services differ from general human services in both funding and legal/regulatory contexts. A combined body would require members with broader expertise across these distinct fields, though specialized seats could address this need.

The Board of Supervisors could serve as the governing body of the Area Agency on Aging Advisory Council to fulfill state requirements. However, taking on this role would create more work for the Board of Supervisors who do not have the same depth of subject matter expertise as the DASC commissioners to provide oversight. Moreover, the volume and complexity of state regulations on disability and aging services would make it difficult for the Board of Supervisors to perform DASC's oversight role.

If DASC is retained, the Task Force should amend Administrative Code § 5.6-2 to reflect current practices where the Department on Disability and Aging serves as the City's AAA and the DASC acts as the state-required body that oversees the department. Currently, the Administrative Code inaccurately describes DASC as the City's AAA.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	None	None ²¹⁷	Yes	
Member removal	For cause	At will	No	Align to template; commissioners serve at will
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Align to template; add term limits
Qualifications	3 seat-specific ²¹⁸	None required ²¹⁹	Yes	Mayor should submit information on why candidates are qualified
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes ²²⁰	Consultative responsibilities only	No	Align to template; consultative only
Contract approval authority	Yes	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No	No role ²²¹	Yes	

The Task Force should consider aligning DASC to the governance commission template by making members removable at-will rather than only for cause, adding a three-term limit, and removing department head hiring and firing authority. The Task Force will also need to decide whether to keep the Commission in the Charter or move it to the Administrative Code. Finally, the three seat-specific qualifications may be revised, and the Mayor must submit information on why the candidates without seat requirements are qualified upon appointment.

²¹⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²¹⁸ 1 member who is over age 60; 1 adult with a disability; 1 U.S. military veteran. The remaining 4 seats have no qualifications.

²¹⁹ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

²²⁰ Submits to the Mayor at least three qualified applicants to be department head. Responsible for approving Mayor's request to remove department head within 30 days of the Mayor's request.

²²¹ Exceptions if this is currently required by law

27. In-Home Supportive Services Public Authority Governing Board (Human Services Agency)

Criteria-based outcome: Keep
Notes: - Fulfills a legal requirement - May consider alternative means of compliance, but this is likely unnecessary

Primary Department	HSA	Established	1995
Current Type	Other ²²²	Meetings (CY24)	6
Policy Area	Disability and Aging	Members (as of May 2025)	13 total seats 3 vacant seats (23%) ²²³
Annual Cost	\$76k ²²⁴		

Ensures the delivery of in-home supportive services (IHSS) for older adults and persons with disabilities living in San Francisco to help them remain safely in their own homes. Submits annual reports to the Board of Supervisors on its activities. The establishing code characterizes the Public Authority as a “corporate public body” that performs its own government functions, separate and distinct from the City and County, and the Governing Board provides oversight of the Public Authority ([Administrative Code § 70.2](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ²²⁵	Keep
	1B. Does this body fulfil some function required by state or federal law?	Yes	
	1C. Could either another body or City staff fulfil this legal requirement?	Yes ²²⁶	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	

²²² The In-Home Supportive Services Public Authority is a quasi-governmental agency operating independently from the City and County under the governing board of directors, the latter being the body under consideration.

²²³ The Governing Board roster decreased from 10 to 9 as of its September 9, 2025 meeting. The representative from the Mayor’s Disability Council (MDC) is no longer serving on the MDC and is thus ineligible to fill the seat. Until the seat is occupied again, the vacancy rate has increased to 31% and the body is borderline inactive.

²²⁴ Per the Budget and Legislative Analyst’s [Financial Analysis report](#) issued September 1, 2025

²²⁵ California Welfare & Institutions Code § 12301.6 and 12302.25; The Governing Board must exist, and its functions cannot be transferred to another board or commission—unless (1) the Board of Supervisors designates itself as the governing body and establishes a state-mandated advisory body, or (2) the City and County contracts with a nonprofit consortium to deliver in-home supportive services.

²²⁶ The Board of Supervisors could designate itself as the state-mandated governing body and establish a new advisory body, or the City could contract with a nonprofit consortium to deliver in-home supportive services.

3	Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ²²⁷	Consider combining or eliminating
		3B. Could these issues be addressed by applying templates?	Yes ²²⁸	Consider modifying
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²²⁹	
		4B. Could this body reasonably be combined with others in its policy area?	No	
		4C. Could this body reasonably take on the work of others in its policy area?	No	
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²³⁰	
		5B. Could those interests be adequately represented by some other body or City department?	No	

Staff Discussion:

The purpose of the In-Home Supportive Services Public Authority’s Governing Board (“Governing Board”) is to provide advice and recommendations on the in-home supportive services (IHSS) administered in San Francisco to the Public Authority’s Executive Director, staff, and other relevant agencies. Established in 1995 and the first such public authority in California to have an independent governing board, the IHSS Public Authority has an administrative staff of seven and an annual budget of roughly \$100M. Its chief responsibilities are to hire, train, and maintain a central registry of qualified care providers; support Medi-Cal eligible residents who need independent living services and do not have a chosen care provider (“consumers”) and pay for their care; match them with trained care providers; and generally advocate for care providers and IHSS consumers.²³¹ It also operates a mentorship program that connects enrollees with current or prior IHSS participants who provide personalized guidance in hiring and retaining independent homecare providers and navigating the larger IHSS system.

The Governing Board approves the Public Authority’s annual audits, budgets, and its two contracts with the Disability and Aging Services Department and generally evaluates whether the IHSS program is effectively serving its intended population. Governing Board members include consumers of IHSS services, providers, and advocates, ensuring diverse perspectives. It usually holds 6-9 public meetings annually and discussion topics include program, policy, and legislative changes that affect IHSS, Medi-Cal, or the disability/aging community; new or changing service delivery models; and managing nonprofit partnerships.

²²⁷ Though the Governing Board had a 23% vacancy rate as of May 2025, it recently lost a board member and the vacancy rate is 31% as of September 2025. Refer to footnote 223 for more details.

²²⁸ Applying the governance commission template’s 7-member maximum would solve the vacancy issue.

²²⁹ All other bodies in the Disability and Aging policy area have some overlap: Advisory Council to the Disability and Aging Commission; Dignity Fund Oversight and Advisory Committee; Disability and Aging Services Commission; Long Term Care Coordinating Council.

²³⁰ In-home care for older adults and persons with disabilities

²³¹ California Welfare & Institutions Code § 12301.6

The main concerns regarding the Governing Board are its vacancies and public meeting participation. The member roster decreased from 10 to 9 as of its September 9, 2025 meeting; the representative from the Mayor's Disability Council (MDC) is no longer serving on the MDC and is thus ineligible to fill the seat. Until the seat is occupied again, the vacancy rate has increased to 31% and the body is borderline inactive. It does not appear that membership has exceeded 10 people since at least 2022, the earliest year for which meeting minutes are available online. In addition, in the past 10 years, there has only been one person who has attended the meetings and made public comment.

Though criteria like these suggest combining, modifying, or eliminating the Governing Board, the Task Force should recommend keeping it so that it may continue its state-mandated functions.

The California Welfare and Institutions Code does provide for other means of compliance: either the Board of Supervisors could designate itself as the governing body for IHSS services and establish a separate advisory body, or the County could contract with a nonprofit consortium to coordinate the provision of IHSS services.²³²

California counties have opted for a mix of all three approaches to fulfilling the state law. The Task Force may consider the strategy taken up by counties like Alameda, Contra Costa, San Mateo, and Santa Clara by recommending that the BOS designate itself as the governing board of the Public Authority and create a separate consumer advisory committee. The Task Force may also consider recommending the establishment of a nonprofit consortium to assume the legal responsibilities of both the Public Authority and its Governing Board. However, these alternatives would be burdensome to implement, requiring significant coordination, and a rationale for changing the current model is unclear. The existing Governing Board is suited to its purpose, reflects the model chosen by other large counties (e.g., Los Angeles), and adequately ensures the City and County of San Francisco's compliance with state law.

²³² California Welfare & Institutions Code § 12301.6 and 12302.25

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	13	5-7	No	Align to template; 7 members maximum
Appointing authority	Board of Supervisors	Mayor	No	No change; state law grants authority to the Board of Supervisors ²³³
Appointment confirmations	None	None ²³⁴	Yes	
Member removal	At will ²³⁵	At will	Yes	
Term length	3 years	4 years	No	Align to template; increase term length to 4 years
Term limits	3 terms	3 terms	Yes	
Qualifications	Seat-specific ²³⁶	None required ²³⁷	Yes	
Establishing authority	Administrative Code	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes – can hire/fire the Executive Director of the Public Authority.	Consultative responsibilities only	No	No change
Contract approval authority	Yes	Retain status quo	Yes	

²³³ California Welfare & Institutions Code § 12301.6(b)(1)

²³⁴ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²³⁵ Administrative Code requires that conditions for member removal are included in the Authority's [bylaws](#). The bylaws state, "The Board, by an affirmative vote of two-thirds (2/3) of the Board members in office, excluding the vote of the member in question, may remove a Board member if he or she: (1) has missed three consecutive meetings; (2) no longer satisfies the requirements for "qualified applicants" set forth in the Ordinance; or (3) is convicted of a crime."

²³⁶ 3 appointees must be over 55 years old, with 2 representing disability and aging-related organizations; 3 appointees must be between 18 and 60 years old, with 2 representing disability-related organizations; 1 appointee must be 18 or older; 1 must be a caregiver or independent provider of services; 1 must represent the bargaining unit for IHSS providers; and 1 member each from the Human Services Commission, Commission on Aging, Public Health Commission, and Mayor's Disability Council. At least half of members must be current or past users of personal assistance services and/or recipients of IHSS; these are indicated in the Administrative Code as all seats with an age requirement.

²³⁷ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Budget approval authority	Yes – the governing board approves the budget for the Public Authority.	Yes	Yes	
Employee discipline authority	No role	No role ²³⁸	Yes	

The In-Home Supportive Services Public Authority Governing Board cannot be categorized squarely as an advisory or governance body. However, its scope of authority more closely matches a governance role. If it is kept, the Task Force may choose to apply the governance commission template as suggested above, the advisory committee template, or it may choose not to apply a template. Aligning the Governing Board with the governance commission template would require reducing the body from 13 members to a maximum of seven and increasing term lengths to four years.

California Welfare & Institutions Code § 12301.6 requires that at least 50% of Governing Board members be current or past users of personal assistance services and/or recipients of IHSS. It does not mandate the number of seats or any other qualifications. If pursuing template alignment, the Task Force may consider removing the three currently vacant seats from the roster (representatives from the Mayor’s Disability Council, Human Services Commission, and Public Health Commission²³⁹—leaving one City commissioner from the Commission on Aging—plus three additional seats. For these, one option would be to remove the appointee who must be 18 or older, one appointee who must be over 55 years old, and one appointee who must be between 18 and 60 years old. These suggestions would be an appropriate way to align with the governance commission template given the high number of at-large seats with expansive age requirements while maintaining compliance with state law.²⁴⁰

²³⁸ Exceptions if this is currently required by law

²³⁹ The Human Services Commission seat has been vacant since 2023 and the Mayor’s Disability Council and Public Health Commission seats have been vacant since at least 2022, the earliest year for which meeting minutes are available on the body’s website.

²⁴⁰ In this hypothetical case, the current or past users of IHSS/personal assistance services would be the 2 older members and 2 younger members, who together would make up 57% of the 7-member body.

28. Long Term Care Coordinating Council (Human Services Agency)

Criteria-based outcome: Eliminate
Notes: Criteria suggest eliminating. Body is inactive.

Primary Department	HSA (DAS)	Established	2004
Current Type	Advisory	Meetings (CY24)	Unknown
Policy Area	Disability and Aging	Members (as of May 2025)	40 total seats 40 vacant seats (100%)
Annual Cost	\$0 ²⁴¹		

Advises the Mayor and city on policy, planning, and service delivery issues for older adults and people with disabilities (not established in Charter or Administrative Code).²⁴²

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Yes	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	No	Eliminate
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	N/A	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²⁴³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	

²⁴¹ Body is inactive so had no costs to report.

²⁴² Former Mayor Gavin Newsom created the LTCCC and it is not established in the Charter or Code. However, the City Attorney's Office advised that the LTCCC is within the Task Force's scope because the Charter and Code confer specific functions.

²⁴³ Advisory Council to the Disability and Aging Commission, Dignity Fund Oversight and Advisory Committee, Disability and Aging Service Commission, IHSS Public Authority.

Staff Discussion:

The Long Term Care Coordinating Council (LTCC) is one of five public bodies advising or overseeing aspects of the Department of Disability and Aging Service (DAS). LTCC focused specifically on issues within the long-term care system.

LTCC is inactive and the Task Force considered the body as part of the discussion on inactive bodies in the July 16th meeting. In that meeting, the Task Force decided to defer decision making until the October 15th meeting in order to discuss it in context with the other DAS-related bodies.

LTCC voted to disband in March 2024 due to significant overlap with other policy bodies and difficulty meeting quorum. However, the body has some specific duties under the Charter and Administrative Code and cannot be eliminated without voter approval. Examples include appointing members to the Dignity Fund Oversight and Advisory Committee ([Charter § 16.128-6](#)), providing input to DAS on the uses of the Community Living Fund ([Administrative Code § 10.100-53](#)), and reviewing drafts of the Dignity Fund Community Needs Assessments ([Charter § 16.128-6](#)).

The Task Force should recommend that this body be eliminated, transfer appointing authority for the DF-OAC seats, and remove the references to providing input on the Community Living Fund and Dignity Fund Community Needs Assessments. See discussion on the Advisory Council to the Disability and Aging Commission template application on p. 103 for more detail.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	40	15 maximum	No	
Appointing authority	Mayor	N/A	N/A	
Appointment confirmations	Unknown	No confirmations	Unknown	
Member removal	Unknown	At will	Unknown	
Term length	Unknown	3 years maximum	Unknown	
Term limits	Unknown	Case-by-case ²⁴⁴	Unknown	
Qualifications	Unknown	None required ²⁴⁵	Unknown	
Establishing authority	None	Administrative Code	N/A	
Sunset date	None	3 years	No	

LTCC voted to disband in March 2024 and has not met since. The Task Force should recommend eliminating this body. Therefore, staff did not consider aligning LTCC to any template.

²⁴⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁴⁵ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

29. [Human Services Commission](#) (Human Services Agency)

Criteria-based outcome: Keep or Combine
Notes: • Could possibly be combined with Disability and Aging Services Commission, though there are reasons not to • If not combined, should be kept

Primary Department	HSA	Established	1937
Current Type	Governance	Meetings (CY24)	11
Policy Area	Human Services	Members (as of May 2025)	5 total seats 1 vacant seats (20%)
Annual Cost	\$147k ²⁴⁶		

Oversees the Human Services Agency's Benefits and Family Support Division, which plans and administers a variety of federal, state, and local programs to meet basic human needs and ensure protection of the City's most vulnerable residents, including through public assistance, employment services, and child welfare programs ([Charter § 4.111](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Yes	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

²⁴⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Staff Discussion:

The San Francisco Human Services Agency (HSA) addresses two overarching policy and service areas, each with a unique role in supporting San Franciscans. The Benefits and Family Support (BFS) division provides supportive services to families, children, and single adults, while the Department of Disability and Aging Services (DAS) provides services for older adults, veterans, and people with disabilities. Both the division and the department are under the broader HSA umbrella, which was formed in 2004 to consolidate service delivery, with HSA administrative staff providing support for both departments.

The Human Services Commission, created in 1937 to oversee the City's Public Welfare Department, now serves as the governing body for BFS, which employs approximately 1,600 people and has a budget of over \$550 million in FY26. As a governing body, the Human Services Commission (HSC) approves the BFS budget, the goals and objectives reflected in the annual budget submission and five-year strategic plan, and the HSA administrative budget (\$169 million). The body also reviews and approves all contracts/grants over \$29,000.

Despite this formal authority, much of HSC's work is advisory in nature. Agendas include many staff presentations and the approval of contracts and grants that are already shaped by state and federal requirements. Many of these funding streams come with strict eligibility rules, formulas, and program design elements dictated by higher levels of government, leaving little room for the Commission to influence the outcome. In practice, the body functions as a forum for reviewing and endorsing staff-prepared items.

In most meetings there is no public comment. In fact, members of the general public rarely attend commission meetings. Attendance is usually limited to HSA staff and representatives of community-based organizations that have grants/contracts being submitted for approval by the Commission. However, the Commission serves as the only regular forum where BFS contracts, budgets, and policy priorities are reviewed in an open meeting, creating an avenue for vulnerable populations to have their needs considered in a public setting.

In the last few years, when the Commission has heard public comment, it has usually been urging commissioners to approve food-support grants. If the Food Security Task Force is eliminated and the HSC kept, the HSC should expand its scope to include a more explicit emphasis on food security. For example, the Commission could require HSA's Citywide Food Access Team to prepare regular food security reports and present them to the Commission.

The evaluation criteria support potentially combining this body with other public bodies that focus on human services. The Disability and Aging Services Commission is a governance body that oversees the DAS department and could possibly be combined with the Human Services Commission to create a single governance commission over HSA. However, there are several reasons not to do so. First, because the Disability and Aging Services Commission is the legally required governance body for DAS, which is the City's Area Agency on Aging under state law, any merger would need to ensure continued compliance with California regulations; this could make consolidation more legally and administratively complex. Second, DAS and BFS are two separate departments/divisions, each with their own budget and directors. While the two already collaborate as part of the agency model, and they receive shared administrative support services, no other governance body in the City oversees more than a single department. Third, disability and aging services are distinct from human

services more broadly, and DAS/BFS programs differ in their funding sources and legal/regulatory contexts. Members of a combined body would require expertise in a broader range of issues than either body currently requires—though this challenge could be addressed by establishing seats for experts in both fields. Finally, older adults and people with disabilities are large, important constituencies in San Francisco that may benefit from a distinct body/public forum focused on their needs, rather than a combined body focused on human services more generally.

Unlike San Francisco, which maintains two separate governance commissions for its Human Services Agency departments, other jurisdictions bring multiple human services functions together and rely on advisory bodies for community input rather than separate governance commissions. For example, Santa Clara County's [Social Services Agency](#), which covers aging and adult services, family and children's services, and benefits administration, has a [Social Services Advisory Commission](#), while [San Diego County's Health and Human Services Agency](#) and [Los Angeles County's Department of Public Social Services](#) also rely on advisory [boards](#) or [bodies](#) instead of multiple governance commissions. These examples illustrate that San Francisco's dual-governance commission model may be unusual and suggest that if the Task Force were to consider consolidating San Francisco's commissions, there is precedent in other counties for broader human services functions being addressed effectively by one body.

While the Human Services Commission provides accountability for one of the City's largest departments and serves as a public forum for vulnerable populations, its authority is constrained by state and federal requirements that limit its decision-making power, leaving the Task Force to weigh the value of transparency and oversight against questions of efficiency and redundancy.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Both
Appointment confirmations	None ²⁴⁷	None	None ²⁴⁸	Yes – Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²⁴⁹	3 terms	No
Qualifications	None required	None required ²⁵⁰	None required ²⁵¹	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	May nominate candidates for Executive Director of BFS, who is appointed by the Mayor and can be removed by the commission.	N/A	Consultative responsibilities only	No
Contract approval authority	Yes ²⁵²	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - Both

The Task Force may consider aligning the Human Services Commission to either the governance commission or advisory committee template. In either case, the Task Force should allow the Mayor to remove members at will and institute term limits. If aligning to the governance commission template, the Task Force should also change the Commission's hiring/firing authority to be consultative. If aligning

²⁴⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²⁴⁸ For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²⁴⁹ For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁵⁰ Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

²⁵¹ Same as above

²⁵² Reviews all grants and contracts that exceed \$29,000. In FY24-25, reviewed 58 grants and contracts

to the advisory committee template, the Task Force should establish a 3-year sunset date, reduce term lengths to 3 years, remove the body's contract approval and budget approval authority, and move the body from the Charter to the Administrative Code.

30. Veterans' Affairs Commission (Human Services Agency)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	HSA	Established	1982
Current Type	Advisory	Meetings (CY24)	11
Policy Area	Human Services	Members (as of May 2025)	13 total seats 2 vacant seat (15%)
Annual Cost	\$35k ²⁵³		

Advises the Mayor and Board of Supervisors on issues affecting United States military veterans living in San Francisco and coordinates economic development, health care, and social services programs to address their needs ([Administrative Code § 5.100](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfil some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfil this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ²⁵⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²⁵⁵	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

²⁵³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

²⁵⁴ Human Services Commission, Disability and Aging Services Commission

²⁵⁵ Veterans

Staff Discussion:

The Veterans' Affairs Commission (VAC) is an advisory body with 13 members that holds hearings and makes recommendations to the Mayor and Board of Supervisors on issues of employment, finances, health, housing, and social services for veterans. The Commission meets about once a month, and public comment usually comes from two or three regular attendees who speak at most meetings.

VAC engages with local organizations, connects veterans to available resources, receives regular reports from the County Veterans Service Office (CVSO) regarding the number of claims filed and benefits processed, and advocates for policies that address veterans' housing needs, such as securing a veterans' preference in the City's affordable housing lottery and ensuring set-asides in several recent development projects. Additional discussion topics include upcoming veteran events; honors, achievements, and contributions of local veterans; and monitoring City military monuments and statues for upkeep needs.

The Commission's work and operations are closely integrated with that of the broader Human Services Agency (HSA). Department staff facilitate the Commission's meeting discussions, and in turn, the Commission's activities supplement HSA's mission by advocating for essential services for a specific vulnerable group, one whose unique needs are not currently represented by any other City body.

As such, the evaluation criteria do not provide any reason to eliminate the Veterans' Affairs Commission. The Task Force could consider combining or subsuming the Commission's functions under either the Human Services Commission or the Disability and Aging Services Commission, both of which have strong relevance for veterans. However, preserving a standalone body ensures independent coordination with both HSA departments to more holistically address the distinct challenges and needs of San Francisco's veterans.

Alternatively, given its low public engagement and overlap with other existing public bodies, the Task Force may choose to eliminate the Veterans' Affairs Commission.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	13	15 maximum	Yes	
Appointing authority	BOS ²⁵⁶ (9 seats), Mayor (4 seats)	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	Align to template; reduce term length to 3 years
Term limits	None	Case-by-case ²⁵⁷	No	Align to template; 4 term maximum
Qualifications	5 seats have qualifications related to veteran status; 8 seats have no qualifications ²⁵⁸	None required ²⁵⁹	No	For the 8 seats without qualifications, align to template by adding requirement that appointing authority must submit justification for why candidate is qualified
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; establish 3-year sunset date

If the Veterans' Affairs Commission is retained, the Task Force should align it with the advisory committee template by reducing term lengths, adding term limits, and establishing a sunset date. It should also be renamed, since in general advisory bodies should not be referred to as "commissions."

²⁵⁶ Board of Supervisors

²⁵⁷ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁵⁸ 1 Board of Supervisors (BOS) appointee must be a spouse, domestic partner, or widow/widower of a veteran; 2 appointees—one selected by the BOS and one by the Mayor—must be women veterans; 2 appointees—one by the BOS and one by the Mayor—must be veterans with physical disabilities. The remaining 8 seats have no qualifications.

²⁵⁹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

In addition, the Task Force could consider removing the requirement that two members be women in order to remove gender-specific seat qualifications in the Administrative Code. The Charter already establishes City policy for all appointments to policy bodies, stating that they should reflect the interests and contributions of a diverse array of people including protected groups.²⁶⁰

Lastly, the Administrative Code requires the Commission to submit annual reports of its activities to the Board of Supervisors, but only the 2022 report is published on its website. As it currently operates, the Commission seems to respond to issues and policy opportunities in an ad-hoc manner, which may render consistent strategic goals and reporting unnecessary or ill-suited to its function. The Task Force could recommend that the Commission make its annual reports publicly available for increased transparency or consider deleting the reporting requirement from the Administrative Code altogether.

²⁶⁰ Charter language: "It shall be the official City policy that the composition of each appointive board, commission, or advisory body of any kind established by this Charter or legislative act of the United States of America, the State of California, or the Board of Supervisors shall reflect the interests and contributions of people of all races, ethnicities, ages, sexes, gender identities, sexual orientations, and types of disabilities. The voters therefore urge in the strongest terms all City officers and agencies involved in nominating, appointing, or confirming members of those appointive boards, commissions, or advisory bodies to consider and as appropriate support the nomination, appointment, or confirmation of women, people of color, seniors, people with disabilities, and people that reflect a range of sexual orientations and gender identities to fill seats on those bodies."



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

KEY INFORMATION ON PROPOSITION E PROCESS AND TIMELINE

In November 2024, voters approved Proposition E, which created the Commission Streamlining Task Force (“Task Force”). This group is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City’s appointive boards and commissions (“public bodies”) to make the government run better.

Task Force Recommendation Process

The Task Force will discuss and vote on initial recommendations in public meetings from **August through November 2025**. Approximately 1.5 weeks before each meeting, staff will post informational memos online that include criteria-based proposals for which bodies to keep, eliminate, or modify. The Task Force can clarify or modify any of its decisions at any time until **February 1, 2026**.

Task Force recommendations on bodies in the Charter or approved by voters can only be implemented by putting a Charter amendment on the ballot. The City Attorney will draft a Charter amendment based on the Task Force’s recommendations. The Board of Supervisors then must decide if they want to modify the Task Force’s proposed amendment and if they want to put the amendment on the ballot. Any changes to bodies in the Charter will only be final if the Board of Supervisors votes to place a measure on the ballot and the voters approve the measure on November 3, 2026.

Task Force recommendations on bodies in the Municipal Codes can be implemented by ordinance, without going to the ballot. The Task Force may direct the City Attorney to draft ordinances based on the Task Force’s recommendations that the Task Force can introduce at the Board of Supervisors at any time. These ordinances shall go into effect within 90 days unless rejected by a two-thirds vote of the Board of Supervisors (8 of 11 members).

Key Dates

- **Public meetings** where the Task Force will discuss public bodies by policy area:
 - **Sep 3:** Public Safety
 - **Sep 17:** Infrastructure, Climate, and Mobility
 - **Oct 1:** Housing and Economic Development
 - **Oct 15:** Public Health and Wellbeing
 - **Nov 5:** General Administration and Finance
- **By February 1, 2026:** Task Force will finalize recommendations and vote to approve its final report.
- **By March 1, 2026:** City Attorney’s Office will draft a Charter amendment based on the Task Force’s recommendations.
- **By April 1, 2026:** Board of Supervisors will hold a hearing on the Task Force’s final report and recommendations.
- **By July 2026:** Board of Supervisors will decide whether to place a Charter amendment on the November 2026 ballot.
- Task Force can introduce ordinances at the Board of Supervisors at any time, but likely not until **early 2026**



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

MEMORANDUM

TO: Chair Ed Harrington and Members, Commission Streamlining Task Force

FROM: Rachel Alonso, Project Director, City Administrator's Office
Hannah Kohanzadeh, Principal Project Analyst, City Administrator's Office
Chelsea Hall, Senior Project Analyst, City Administrator's Office
Joanna Bell, Senior Performance Analyst, Controller's Office
Henry O'Connell, Senior Performance Analyst, Controller's Office

DATE: October 24, 2025

SUBJECT: Criteria-Based Outcomes and Associated Analysis for General Administration and Finance Bodies

Per Proposition E, approved by voters in November 2024, the Commission Streamlining Task Force ("Task Force") is responsible for making recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions ("policy bodies") to improve the administration of government.

The Task Force will discuss 23 General Administration and Finance bodies at its November 5, 2025 meeting. This memo provides information the Task Force may use to inform the recommendations for these policy bodies.

Staff applied a set of evaluation criteria to each body, which resulted in the "Criteria-Based Outcome" reported at the top of each section. For each body, this memo also provides an overview, a summary of relevant information and analysis, and the application of a template¹ where applicable. City departments, commissioners, and members of the public provided some contextual information that informs these sections.

After reviewing each body, **the application of evaluation criteria results in the recommendation to keep 16-18 bodies and to consider eliminating or combining 3-7 bodies.**

¹ The Task Force created templates for advisory committees, governance commissions, and appeals boards with the goal of providing standards for each type of body. These templates may inform recommended changes to current bodies and the Task Force will determine how to memorialize these templates so that they may inform the creation of future bodies. The templates are available on the Task Force's website <https://www.sf.gov/commission-streamlining-task-force> under "Resources."

3 | Capital Planning Committee (City Administrator's Office) | Summary of Recommended Actions for General Administration and Finance Bodies

Category	Evaluation Criteria	Outcome if Yes
1 Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
	1B. Does this body fulfill some function required by state or federal law?	Go to 1c
	1C. Could either another body or City staff fulfill this legal requirement?	Consider combining or eliminating
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or combining
	3B. Could these issues be addressed by applying templates?	Consider modifying
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
	4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	Consider keeping and expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5B
	5B. Could those interests be adequately represented by some other body or City department?	Consider combining or eliminating
If the answer is "no" to all criteria, consider keeping the body.		

At its November 5, 2025 meeting, the Task Force may vote to eliminate any or all of these bodies from the charter or code. If the Task Force recommends eliminating a body at the November 5th meeting, the City Attorney will prepare draft legislation removing it from the charter or code. The Task Force will then review the draft legislation at a future meeting and vote on whether to forward it to the Board of Supervisors. The Task Force may amend its decisions at any time before the final legislation is approved.

Comments pertaining to a specific body or bodies will be shared with Task Force members if emailed to commission.streamlining@sfgov.org 24 hours prior to the Task Force meeting.

Decisions made by the Task Force will be memorialized in an updated "Decision Log" available in the "Resources" section of the Task Force's website (<https://www.sf.gov/commission-streamlining-task-force>).

Summary of Recommended Actions for General Administration and Finance Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
Capital Projects and Infrastructure						
Capital Planning Committee	ADM	City Administrator's Office	Code	Keep	Criteria provide no reason to eliminate	Staff Working Group
Citizens' General Obligation Bond Oversight Committee	CON	Controller's Office	Charter and Code (voter-approved)	Keep or combine	- Criteria suggest eliminating due to high vacancy rate - May not want to eliminate, since oversight increases public trust in bond programs - Criteria also suggest keeping and possibly expanding scope to include revenue bond oversight	Advisory
Enhanced Infrastructure Financing District Public Financing Authority No. 1	CON	Controller's Office	Code	Keep	Legally required to exist	Other
SFMTA Bond Oversight Committee	MTA	Municipal Transportation Agency	SFMTA Board of Directors Resolution	Combine or eliminate	Criteria suggest combining with the Citizens' General Obligation Bond Oversight Committee or eliminating and allowing MTA staff to absorb functions	Advisory
City Employment and Benefits						
Civil Service Commission	CSC	Civil Service Commission	Charter	Keep	Criteria provide no reason to eliminate	Governance
Health Service Board	HSS	Health Service System	Charter	Keep	Criteria provide no reason to eliminate	Governance or Other
Retiree Health Care Trust Fund Board	RET	San Francisco Employees' Retirement System	Charter	Keep	Legally required to exist	Other

5 | Capital Planning Committee (City Administrator's Office) | Summary of Recommended Actions for General Administration and Finance Bodies

[illegible]

6 | Capital Planning Committee (City Administrator's Office) | Summary of Recommended Actions for General Administration and Finance Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
Assessment Appeals Board	BOS	Board of Supervisors	Code	Keep	Fulfills state-required functions to hear assessment appeals	Appeals
City Hall Preservation Advisory Committee	ADM	City Administrator's Office	Code	Eliminate	- Criteria suggest eliminating and allowing City staff and other commissions to handle matters - City Hall will continue to be a priority even without the committee	N/A
Commission of Animal Control and Welfare	ADM	City Administrator's Office	Code	Eliminate	Criteria suggest eliminating and allowing Department of Animal Care and Control staff to absorb functions	N/A
Commission Streamlining Task Force	ADM	City Administrator's Office	Charter	Keep	- Criteria provide no reason to eliminate - Sunsets in January 2027	Advisory
Committee on Information Technology (COIT)	ADM	City Administrator's Office	Code	Keep	Criteria provide no reason to eliminate	No recommendation
Law Library Board of Trustees	LLB	Law Library	Charter	Keep	- Legally required to exist - Should be deleted from the Charter, as this is a state body	No recommendation
Refuse Rate Board	CON	Controller's Office	Code (voter-approved)	Keep	Criteria provide no reason to eliminate	Regulatory
State Legislation Committee	MYR	Mayor's Office	Code	Keep	Criteria provide no reason to eliminate	Advisory
Sweatfree Procurement Advisory Group	ADM	City Administrator's Office	Code	Eliminate	City staff possess the expertise needed to administer and enforce the City's sweatfree procurement laws	N/A

7 | Capital Planning Committee (City Administrator's Office) | Summary of Recommended Actions for General Administration and Finance Bodies

Name of Body	Department		Establishing Authority	Recommended Action	Notes	Recommended Type
Public Integrity						
Ethics Commission	ETH	Ethics	Charter	Keep	Criteria provide no reason to eliminate	Governance or other
Sunshine Ordinance Task Force	BOS	Board of Supervisors	Code (voter-approved)	Keep	Criteria provide no reason to eliminate	Advisory

Policy Area: Capital Projects and Infrastructure

1. [Capital Planning Committee](#) (City Administrator's Office)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	ADM	Established	2005
Current Type	Staff Working Group	Meetings (CY24)	19
Policy Area	Capital Projects and Infrastructure	Members (as of May 2025)	11 total seats 0 vacancies (0%)
Annual Cost	\$392k ²		

Reviews the proposed capital expenditure plan and monitors the city's ongoing compliance with the final adopted capital plan ([Administrative Code § 3.21](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	N/A	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Outcome: Because the answer is "no" to all applicable criteria, consider keeping.</i>			

² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Staff Discussion:

The Capital Planning Committee (CPC) was created in 2006 to bring long-term strategy, interdepartmental coordination, and transparency to San Francisco's infrastructure investments. The Committee reviews and recommends the City's 10-year Capital Plan, annual Capital Budget, and proposed uses of debt for major capital projects. Its mission is to ensure that investments in public facilities and infrastructure are fiscally responsible, well-prioritized, and aligned with the City's broader policy goals. The CPC prioritizes capital projects, reviews the proposed capital budget before it is submitted to the Mayor and Board of Supervisors, and monitors the City's compliance with the final adopted 10-year plan.

In the past year, CPC reviewed and recommended adoption of the FY 2026–35 10-year Capital Plan, which totals \$52 billion, and the FY 2026–27 Capital Budget, totaling \$403 million. It also oversaw updates and issuances of General Obligation Bonds, including the \$390 million 2024 Healthy, Safe, and Vibrant SF Bond, and reviewed the creation of new financing districts for Treasure Island and Stonestown. The CPC's deliberations are informed by a range of policy considerations, including seismic resilience, climate adaptation, accessibility, affordable housing, and racial equity.

CPC is the only citywide body that evaluates and approves long-term capital and debt proposals across all departments. While individual departments and enterprise agencies have their own governing commissions, the Capital Planning Committee serves as a single forum for aligning these efforts under a unified City strategy. While several bodies provide citizens' oversight over bond expenditures, CPC plans, prioritizes, and coordinates the City's capital investments. Public engagement at meetings varies by topic, but the Committee regularly receives public input on issues such as accessibility, transportation, and climate resilience. The evaluation criteria offer no reason to eliminate or modify the CPC; it remains a vital coordinating body that promotes transparent, disciplined, and equitable capital investment.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11	15 maximum	Yes	
Appointing authority	N/A – membership is ex officio ³	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	N/A given ex officio membership	At will	N/A	
Term length	None	3 years maximum	No	No change
Term limits	None	Case-by-case ⁴	No	No change
Qualifications	N/A given ex officio membership	None required ⁵	N/A	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	No change

The Task Force should not recommend aligning the Capital Planning Committee to a template, since there is no Staff Working Group template. The advisory committee template is shown in the table above for consideration purposes, and there is alignment in terms of size, appointment confirmations, and establishing authority. However, the nature of CPC as a staff working group, and its ex officio membership, makes the concept of member removal, term lengths, term limits, and qualifications irrelevant.

³ Committee members are the City Administrator, President of the Board of Supervisors, Mayor's Finance Director, Controller, and department heads or their designees from City Planning, Public Works, Airport, Municipal Transportation Agency, Public Utilities Commission, Recreation and Parks, and Port.

⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁵ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

2. Citizens' General Obligation Bond Oversight Committee (Controller's Office)

Criteria-based outcome: Keep or Combine	
Notes: - Criteria suggest combining or eliminating, due to borderline inactivity - May not want to eliminate, since CGOBOC oversight increases public trust and confidence in San Francisco's general obligation bond programs. - Criteria also suggest keeping and possibly expanding scope to include revenue bond oversight	

Primary Department	CON	Established	2002
Current Type	Advisory	Meetings (CY24)	5
Policy Area	Capital Projects and Infrastructure	Members (as of May 2025)	9 total seats 3 vacancies (33%)
Annual Cost	\$133k ⁶		

Informs the public about general obligation bond spending through an active review process and regular reporting. Provides oversight and advises the Controller on service standards and benchmarks, audits, and the Whistleblower Program ([Administrative Code § 5.30](#), [Charter § F1.111](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	
	3B. Could these issues be addressed by applying templates?	No	Consider combining or eliminating
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁷	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	Yes	Keep and consider expanding scope
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes	

⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁷ SFMTA Bond Oversight Committee

5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

The Citizens' General Obligation Bond Oversight Committee (CGOBOC) is a nine-member advisory committee that provides public oversight and transparency into San Francisco's General Obligation (GO) bond expenditures through active review and publishing of regular reports.

CGOBOC was established by voter-approved ordinance in 2002 to provide oversight of GO bond expenditures. At the time, residents were concerned that the San Francisco Unified School District had spent significant portions of its bond proceeds on projects voters never authorized. CGOBOC was intended to restore public trust and confidence in San Francisco's bond programs. The following year, voters expanded CGOBOC's scope to review and provide input on the work of the City Services Auditor Division (CSA) of the Office of the Controller, including the Whistleblower Program. In the 20+ year period since CGOBOC's establishment, the voters of San Francisco have approved over \$6 billion of GO bond projects, including new bonds in every major area of City infrastructure—health, parks, public safety, housing, streets and transportation—illustrating a high-degree of public trust in San Francisco's bond programs.

GO bonds are debt instruments issued by the City to fund capital projects that do not directly generate revenue, such as roads, parks, and fire stations. The City generally uses GO bonds to pay for infrastructure that San Franciscans will use for years, instead of routine maintenance that will need to be repeated regularly. GO bonds are backed by the full faith and credit of the City and County of San Francisco and must be approved by a two-thirds vote of the electorate. In addition to GO bonds, the City funds capital projects by several other means, including revenue bonds, general fund revenues, user fees, and Certificates of Participation, which may not require voter authorization.

The Task Force may consider combining CGOBOC with the SFMTA Bond Oversight Committee, which was established by an MTA Board of Directors (MTAB) resolution to provide public oversight of SFMTA revenue bond expenditures and other debt. On the one hand, consolidating these two bodies would create unified oversight over two major forms of indebtedness—GO bonds and SFMTA revenue bonds. If combined, members of the public would have a singular forum to access information about these two types of bond expenditures. On the other hand, GO Bonds and revenue bonds differ in several ways and a combination would represent only partial oversight of the City's debt financing. General obligation bonds are repaid through property taxes and require voter approval, whereas revenue bonds are backed by project-generated income, such as transit fares or parking fees, and are often issued without a public vote. MTAB, with Board of Supervisors concurrence, may issue revenue bonds without voter approval, as may other City entities such as the Port, Airport, Public Utilities Commission, and the Board of Supervisors. None of these entities currently have a revenue bond oversight body; the PUC Revenue Bond Oversight Committee sunset in early 2025 and was not re-authorized. One of CGOBOC's core purposes is to increase public trust that GO bond proceeds will be spent on voter-approved purposes. While oversight and transparency are valuable for all public spending, revenue bonds differ because they are not always subject to voter approval and are repaid through user-generated revenue rather than citywide taxes, making the benefits of a citizen oversight body less clear. Further, combining CGOBOC with the SFMTA Bond Oversight Committee would create only partial oversight of the City's revenue bond programs; the Task Force may wish to expand CGOBOC's scope to include this.

Staff considered a potential combination of CGOBOC and the Capital Planning Committee (CPC), which reviews and submits the City's Capital Plan, Capital Budget, and issuances of long-term debt for approval. However, neither body could reasonably take on the work of the other. CGOBOC is intended to provide independent citizen oversight of bond expenditures, and it would be inappropriate for CPC, a staff working group comprised of City department heads, to participate in this oversight. Similarly, it would not be appropriate for an independent citizens' committee to lead the City's capital planning work in lieu of City leadership.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	
Appointing authority	Mayor (3 members), Board of Supervisors (3 members), Controller (2 members), Civil Grand Jury (1 member)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	3-year terms
Term limits	2 consecutive terms	Case-by-case ⁸	Yes	
Qualifications	Seat-specific ⁹	None required ¹⁰	Yes	
Establishing authority	Charter and Administrative Code ^{11,12}	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; add 3-year sunset

The Task Force may choose to align CGOBOC to the advisory committee template by establishing a three-year sunset date and extending term lengths from two to three years. It may also consider converting CGOBOC's seat requirements into desirable qualifications to broaden the applicant pool and give appointing authorities greater flexibility in filling vacancies.

⁸ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁹ Mayoral and Board of Supervisors appointees: each shall include one member active in a business organization representing the City's business community, one active in a labor organization, and one active in a community organization. Controller appointees: one with expertise in auditing governmental financial statements or public finance law, and one with expertise in construction management. Civil Grand Jury appointee: a member of the Civil Grand Jury or its designee. No City employee, official, vendor, contractor, or consultant performing work funded by City-issued bonds may serve on the committee.

¹⁰ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹¹ CGOBOC is established in Administrative code but assigned certain duties under [Charter § F1.111](#)

¹² Voter-approved, so changes require going back to the voters

3. [Enhanced Infrastructure Financing District Public Authority No. 1 \(Controller's Office\)](#)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	CON	Established	2023
Current Type	Other ¹³	Meetings (CY24)	2
Policy Area	Capital Projects and Infrastructure	Members (as of May 2025)	5 total seats 0 vacancies
Annual Cost	\$146k ¹⁴		

Serves as the state-mandated governing body for the City's Enhanced Infrastructure Financing Districts (EIFDs).¹⁵ Operates as a local agency separate from the City and County of San Francisco whose sole purpose is to make decisions about financing public capital projects and community-serving infrastructure like affordable housing development. Responsible for preparing, adopting, and implementing infrastructure financing plans, directing bond revenues, preparing annual reports for the public, and coordinating annual independent financial audits¹⁶ ([Administrative Code § 5.48-2](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ¹⁷	Keep
	1B. Does this body fulfill some function required by state or federal law?	Yes ¹⁸	
	1C. Could either another body or City staff fulfill this legal requirement?	No	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ¹⁹	Consider eliminating or combining

¹³ Quasi-governance

¹⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁵ Potrero Power Station EIFD (formalized); Stonestown EIFD (in process); and 3333/3700 California Street EIFD (in process).

¹⁶ Responsibilities derived from the California Government Code, including Sections 53398.51, 53398.66(j), and 53398.88.

¹⁷ California Government Code Sections 53398.50 and 53398.51.1

¹⁸ It constitutes the required governing body for Enhanced Infrastructure Financing Districts (EIFDs). Refer to prior note for code sections.

¹⁹ The EIFD Public Authority met only twice in 2024. It is on track to complete four meetings in 2025, but the long-term meeting cadence will likely be 1-2 meetings per year.

	3B. Could these issues be addressed by applying templates?	No ²⁰	
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No
		4B. Could this body reasonably be combined with others in its policy area?	N/A
		4C. Could this body reasonably take on the work of others in its policy area?	N/A
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ²¹
		5B. Could those interests be adequately represented by some other body or City department?	No Consider keeping

Staff Discussion:

The Task Force should keep the Enhanced Infrastructure Financing District (EIFD) Public Financing Authority (PFA) because it must exist as long as any EIFD exists in San Francisco and its functions cannot be transferred to another body.

In 2014, the State of California began allowing local governments to establish EIFDs as a means for financing community infrastructure and in response to the dissolution of redevelopment agencies, which previously held that function.²² An EIFD operates by freezing property tax revenues in the year of its establishment and diverting future tax revenues into a separate pool for funding project(s) in a defined geographic area. San Francisco created its first EIFD, the Potrero Power Station, in 2023. Because state law requires EIFDs to have a governing public financing authority, the PFA was also established in 2023. Although it is called the Public Financing Authority "No. 1," it is and will continue to be the only PFA in San Francisco.²³

Currently, the PFA oversees three EIFDs: Potrero Power Station, Stonestown, and 3333/3700 California Street. All three projects are proposed mixed-use redevelopments that include residential, commercial, and community spaces. The latter two projects are currently in the early stages of EIFD formation and the PFA's support staff are in negotiations with their respective developers. The PFA makes financing decisions for each EIFD, including preparing and implementing their respective infrastructure financing plans (IFPs),²⁴ directing the issuance of bonds, and coordinating annual reviews and independent financial audits.

State law mandates that the PFA meet at least once a year to hear the required report and audit. It held two meetings in 2024 and a third meeting was canceled. In 2025, it is on track to meet four times. The current meeting cadence is largely informed by needs related to the formation of the

²⁰ Template application would not affect how often the EIFD PFA needs to meet.

²¹ Narrow topic and area scope: Enhanced Infrastructure Financing Districts

²² California Government Code Section 53398.50

²³ Upon establishment, the concept of EIFDs in San Francisco was new and staff were unsure if additional PFAs would be needed as the City created more EIFDs. This did not turn out to be true.

²⁴ An IFP is created at the outset of the EIFD and outlines projected incremental tax revenues, which facilities will be financed with those revenues, and the developer's expected reimbursements over time.

Stonestown and California Street EIFDs, which is a more intensive process than the eventual ongoing management of the established EIFDs. Support staff in the Controller's Office expect that the PFA will meet once annually after these two EIFDs are formalized, which they expect to be several years in the future. At that point, one annual meeting will fulfill state requirements and will likely be sufficient for conducting the business of the PFA.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Board of Supervisors ²⁵	Mayor	No	No change; state law grants appointing authority to the legislative body ²⁶
Appointment confirmations	None	None ²⁷	Yes	
Member removal	At will	At will	Yes	
Term length	4 years	4 years	Yes	
Term limits	None	3 terms	No	Partially align to template; add 3-term limits for public members ²⁸
Qualifications	None ²⁹	None required ³⁰	Yes	Partially align to template; require justification for public members
Establishing authority	Administrative Code	TBD	No	No change
Sunset date	Upon effective dissolution of all EIFDs ³¹	None	No	No change per state law
Hiring and Firing Authority	No	Consultative responsibilities only	No	No change; irrelevant to this body's scope

²⁵ Seats 1-3 are held by BOS members and appointed by the BOS President, who also chooses an alternate member in case one of the three is absent or recused. Seats 4-5 are held by members of the public, nominated by the BOS President and appointed by the BOS.

²⁶ California Government Code Section 53398.51.1

²⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

²⁸ Three seats must be held by current BOS members, who are already subject to two-term limits.

²⁹ District Supervisors (3 seats) and members of the public (2 seats); no other qualifications.

³⁰ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

³¹ Unless the Board of Supervisors extends the PFA, it can only sunset when the EIFDs are no longer collecting property tax revenues or when there are no outstanding bonds or other debt, whichever date is later (Administrative Code § 5.48-8).

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Contract approval authority	No ³²	Retain status quo	Yes	
Budget approval authority	No	Yes	No	No change; irrelevant to this body's scope
Employee discipline authority	No role	No role ³³	Yes	

Although the Enhanced Infrastructure Financing District Public Financing Authority (PFA) cannot be categorized squarely as an advisory or governance body, its scope of authority more closely matches a governance role since it oversees the creation and administration of tax districts. However, state regulation directs much of how the PFA operates and there are limited opportunities for template alignment. As such, the Task Force may choose to apply the governance commission template as suggested above—requiring justification for why the two public appointees are qualified and adding three-term limits for public members only, since Board members already have two-term limits—or it may choose not to make changes.

³² The PFA does not currently exercise contract approval authority but its scope of duties may require it after the process for formalizing the Stonestown and California Street EIFDs is complete. However, support staff expect this to happen several years in the future.

³³ Exceptions if this is currently required by law

4. [SFMTA Bond Oversight Committee](#) (Municipal Transportation Agency)

Criteria-based outcome: Combine or Eliminate
Notes: Criteria suggest combining with the Citizens' General Obligation Bond Oversight Committee or eliminating and allowing MTA staff to absorb functions

Primary Department	MTA	Established	2011
Current Type	Advisory	Meetings (CY24)	4
Policy Area	Capital Projects and Infrastructure	Members (as of May 2025)	7 total seats 0 vacancies
Annual Cost	N/A ³⁴		

Ensures accountability and transparency in the expenditure of bond proceeds for transportation projects in San Francisco. Informs the Municipal Transportation Agency (SFMTA) Board of Directors and the public on the status of projects funded by SFMTA revenue bonds and other forms of debt. Oversees SFMTA's implementation of prudent internal controls and practices and ensures that funds are used for authorized purposes ([MTAB Resolution No. 11-154](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ³⁵	
	4B. Could this body reasonably be combined with others in its policy area?	Yes ³⁶	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	

³⁴ The Task Force discovered and added the SFMTA BOC to its scope after the Budget and Legislative Analyst gathered data for its [Financial Analysis report](#) issued September 1, 2025

³⁵ Citizens' General Obligation Bond Oversight Committee (CBOBOC)

³⁶ Yes, CBOBOC could expand to oversee SFMTA revenue bonds.

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ³⁷	
		5B. Could those interests be adequately represented by some other body or City department?	Yes ³⁸	Consider combining or eliminating

Staff Discussion:

The Municipal Transportation Agency Bond Oversight Committee (SFMTA BOC) is a seven-member advisory committee established by the MTA Board of Directors to oversee revenue bond fund spending. The body's primary responsibilities include monitoring expenditures to ensure that funds are spent for legal purposes, informing the public about the status of funded transportation projects, and preparing annual reports on its activities for the MTA Board of Directors.

The Task Force may consider eliminating the SFMTA BOC for several reasons. First, there have been zero public commenters at the last four public meetings, highlighting that the body may not be fulfilling one of its core duties: public engagement and education. Further, the Port, Airport, Public Utilities Commission, and the Board of Supervisors may also issue revenue bonds, and none of these entities currently have a revenue bond oversight body; the PUC Revenue Bond Oversight Committee sunset in early 2025 and was not re-authorized. Because the SFMTA BOC is focused on a singular funding source, its oversight functions could be absorbed by MTA staff if necessary.

The Task Force may also consider combining the SFMTA BOC with the Citizens' General Obligation Bond Oversight Committee (CGOBOC), which was established to oversee general obligation (GO) bond spending. On the one hand, consolidating these two bodies would create unified oversight over two major forms of debt—GO bonds and SFMTA revenue bonds. If combined, members of the public would have a singular forum to access information about these two types of bond expenditures. On the other hand, GO bonds and revenue bonds differ in several ways and a combination would represent only partial oversight of the City's debt financing. General obligation bonds are repaid through property taxes and require voter approval, whereas revenue bonds are backed by project-generated income, such as transit fares or parking fees, and are often issued without a public vote. While oversight and transparency are valuable for all public spending, revenue bonds differ from GO bonds because they are not always subject to voter approval and are repaid through user-generated revenue rather than citywide taxes, making the benefits of a citizen oversight body less clear.

³⁷ Funding source: SFMTA Revenue Bonds

³⁸ MTA staff and potentially the Citizens' General Obligation Bond Oversight Committee (CGOBOC)

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	Yes	
Appointing authority	MTA Board (3 members), ³⁹ MTA Citizens' Advisory Council (2 members), MTA Transportation Director (1 member), Controller (1 member)	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	By a vote of 4 members	At will	No	Add language that allows appointing authorities to remove members at will
Term length	2 years ⁴⁰	3 years maximum	Yes	
Term limits	None	Case-by-case ⁴¹	No	Align to template; add 6-term limits
Qualifications	Specifics for 2 seats ⁴²	None required ⁴³	No	Require appointing authority to submit justifications for why candidates are qualified.
Establishing authority	MTA Board Resolution	Administrative Code	No	Align to template; add to Transportation Code
Sunset date	None	3 years	No	Align to template; add 3-year sunset

Applying the evaluation criteria suggests that the Municipal Transportation Agency Bond Oversight Committee (SFMTA BOC) should be either eliminated or combined with the Citizens' General Obligation Bond Oversight Committee. If the Task Force decides to keep the SFMTA BOC, it should recommend that the SFMTA Board of Directors align it with the advisory committee template by adding term limits

³⁹ Recommended by the SFMTA Board Chairperson and approved by the SFMTA Board of Directors.

⁴⁰ Set by the BOC's bylaws; not codified

⁴¹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁴² Two seats must be current members of the MTA Citizens' Advisory Council; no qualifications for the remaining 5 seats.

⁴³ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

and a sunset clause, requiring justification for appointments to the five seats without qualifications, and codifying the body in the Transportation Code.

Policy Area: City Employment and Benefits

5. [Civil Service Commission](#) (Civil Service Commission)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	CSC	Established	1900
Current Type	Regulatory	Meetings (CY24)	20
Policy Area	City employment and benefits	Members (as of May 2025)	5 total seats 0 vacancies (0%)
Annual Cost	\$1.1M ⁴⁴		

Maintains a fair, credible, and robust merit system of employment for City employees. Creates and adopts rules, policies, and procedures related to the merit system, salary-setting for elected officials, and contracting for personnel services ([Charter § 10.100](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁴⁵	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

⁴⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁴⁵ Narrow topic: City merit system. Specific demographic: City workers.

Staff Discussion:

The Civil Service Commission (CSC) is one of the oldest public bodies in San Francisco and has been operating in its current structure since 1994. Its functions include policy-making, rule-making, and hearing appeals as part of its oversight of the City's merit system, which ensures fair and equitable hiring and promotive practices in City employment. The Civil Service Commission is both a department and a commission, with 6 employees (FTEs) and a budget of approximately \$1.5M in FY26. CSC partners closely with the Department of Human Resources (DHR); the Commission sets rules and policies related to the merit system which DHR administers and implements.

The Commission has many responsibilities, including:

- Hearing and ruling on appeals of decisions by the HR Director and the Municipal Transportation Director as the final administrative remedy on merit system issues, future employment restrictions, discrimination complaints, sexual harassment, and retaliation.
- Setting the salaries and benefits of elected officials
- Approving the scope of work to be contracted out through Personal Service Contracts
- Overseeing the merit system, which includes undertaking continuous reform, evaluating departmental compliance, and reviewing key performance indicators

The evaluation criteria do not provide any reason to eliminate the Civil Service Commission, a body essential for ensuring the City's employment practices are fair and equitable.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Mayor	Mayor	Yes	
Appointment confirmations	None ⁴⁶	None ⁴⁷	Yes	
Member removal	For cause	At will	No	Align to template; change to at-will removal
Term length	6 years	4 years	No	No change; keep 6-year terms
Term limits	None	3 terms	No	Add 2-term limit
Qualifications	2 seat-specific ⁴⁸	None required ⁴⁹	Yes	Remove requirements
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	DHR Director: Hiring nomination and firing veto ⁵⁰	Consultative responsibilities only	No	DHR Director: Remove nomination authority, retain power to veto firing with a supermajority.
	CSC Executive Officer: sole authority to hire and fire			CSC Executive Officer: no changes
Contract approval authority	Yes ⁵¹	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	

⁴⁶ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁴⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁴⁸ At least two commissioners must be women

⁴⁹ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁵⁰ Nominates Director of the Department of Human Resources (DHR) candidates for Mayoral appointment and may veto Mayoral removal of the HR Director with 4/5 supermajority vote.

⁵¹ The Civil Service Commission does not approve contracts entered into by its own department; rather, it approves Personal Services Contracts (PSCs) of other City departments, ensuring that the scope of those contracts is consistent with the City's civil service rules.

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Employee discipline authority	No ⁵²	No role ⁵³	Yes	

The Task Force should recommend partially aligning the Civil Service Commission to the governance commission template by reducing term lengths from six to four years, adding a three-term limit, and removing the Commission's authority to nominate HR Director candidates. It should also recommend removing the requirement that two members be women. The Charter already establishes City policy for all appointments to policy bodies, stating that they should reflect the interests and contributions of a diverse array of people including protected groups.⁵⁴

The Civil Service Commission is responsible for upholding the merit system, which should be insulated from politics. As a result, the Task Force should recommend retaining Board of Supervisors confirmation of the Mayoral appointee for the Director of DHR, the current commissioner removal policy (for-cause removals) and the Commission's power to veto the firing of the HR Director with a 4/5 supermajority. Similarly, the Task Force should not recommend any changes to the hiring and firing authority over the CSC's executive officer.

The Task Force could consider making additional changes to the Civil Service Commission charter language in order to modernize it and give the Commission flexibility to adapt operations as needed over time. This could include removing language about the oath members must take and requirements around meeting operations. This type of information is more typically included in a body's bylaws and does not belong in the Charter.

The Task Force will need to decide whether the Commission should remain in the Charter or move to the Administrative Code.

⁵² The Civil Service Commission does not play a direct role in any employee discipline. It serves as an appellate body to hear and rule on decisions of the Human Resources Director, which may include decisions following EEO complaints, disqualifications from examinations, and future employment restrictions. While the CSC's decisions may impact an employee's employment with the City, they are not deciding whether an employee has engaged in misconduct for purposes of discipline.

⁵³ Exceptions if this is currently required by law

⁵⁴ Charter § 4.101(c): "It shall be the official City policy that the composition of each appointive board, commission, or advisory body of any kind established by this Charter or legislative act of the United States of America, the State of California, or the Board of Supervisors shall reflect the interests and contributions of people of all races, ethnicities, ages, sexes, gender identities, sexual orientations, and types of disabilities. The voters therefore urge in the strongest terms all City officers and agencies involved in nominating, appointing, or confirming members of those appointive boards, commissions, or advisory bodies to consider and as appropriate support the nomination, appointment, or confirmation of women, people of color, seniors, people with disabilities, and people that reflect a range of sexual orientations and gender identities to fill seats on those bodies."

6. [Health Service Board](#) (Health Service System)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	HSS	Established	1938
Current Type	Other	Meetings (CY24)	13
Policy Area	City employment and benefits	Members (as of May 2025)	7 total seats 0 vacancies (0%)
Annual Cost	\$658k ⁵⁵		

Contracts for and administers health plans for Health Service System members and their dependents. Establishes and maintains detailed historical costs for medical and hospital care and conducts an annual review of such costs, approves rates and benefits on an annual basis, makes rules and regulations for administering the business of the Health Service System, and decides appeals from Health Service System members and those who have contracted to render medical care to the members ([Charter § 12.200](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁵⁶	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

⁵⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁵⁶ Health Service System members and their dependents

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Health Services Board (HSB), which oversees the Health Services System (HSS) for current and retired City employees and their dependents. HSS is administered by a department of the same name, which has a budget of \$12 million and over 35 employees (FTEs) for FY26. The HSB is the only public body that performs duties related to designing and adopting health plans for City employees (active, early retirees, and retirees) and cannot reasonably be combined with another body.

First established in 1938 to adopt a plan for rendering medical care to HSS members, the scope and responsibilities of HSB have grown over time to include oversight of medical, dental, vision, life insurance, and long-term disability insurance benefits as well as medical and dependent care flexible spending accounts. On an annual basis, the HSB reviews and approves the HSS member rules, rates and benefits plans, budgets, funding policies, Section 125 Cafeteria Plan (governing flexible spending accounts for medical and dependent care), an annual report, and an audit of the Health Service System Employee Benefit Trust Fund. The HSB also hears and decides certain appeals from HSS members.

One of HSB's core responsibilities is reviewing and approving contracts with HSS Plan Administrators. Every year the Board reviews and approves the seven medical/Rx contracts, four dental contracts, and a vision contract after reviewing the adequacy of each plan's benefits and proposed premiums/costs. Less frequently, HSB approves contracts for other HSS benefits programs such as life insurance and disability benefits. HSB may also approve contracts for actuaries, investment managers or advisors, hearing officers, third-party administrators for non-Charter benefits, external information technology consultants, and other service providers as determined by the Board.

Between 2-6 speakers typically provide public comment at each meeting, the majority of whom are retirees or representatives of retiree benefits groups. Comments vary and can include the members' recommendations for benefit plan changes, complaints about plan benefits, network options, and feedback regarding premium costs.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor (2 seats) Board of Supervisors President (1 seat), Controller (1 seat), and election by HSS members (3 seats)	Mayor	No	No change
Appointment confirmations	Controller's nominee must be approved by the board itself	None ⁵⁷	No	Align to template; no confirmations
Member removal	At will	At will	Yes	
Term length	5 years	4 years	No	Align to template; 4-year terms
Term limits	None	3 terms	No	Align to template; 3-term limit
Qualifications	Seat-level for 6 out of 7 seats ⁵⁸	None required ⁵⁹	Yes	Consider updating qualifications to be desirable rather than required
Establishing authority	Charter	TBD	No	Keep in Charter
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes – sole authority to hire and fire department head	Consultative responsibilities only	No	No change
Contract approval authority	Yes	Retain status quo	Yes ⁶⁰	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No role	No role ⁶¹	Yes	

⁵⁷ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁵⁸ One member of the Board of Supervisors appointed by the President of the Board, one mayoral appointee who regularly consults in the health care field, one mayoral appointee who is a medical doctor, and three members elected by HSS membership from among their number. There are no required qualifications for the Controller's nominee.

⁵⁹ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁶⁰ HSB has authority under the Charter to adopt and contract for medical plans for HSS members (Charter Sec. 12.200)

⁶¹ Exceptions if this is currently required by law

The Health Service Board is categorized as an “Other” body. The table above compares it against the governance commission template because that is the most relevant template, though in practice the HSB exercises governance, regulatory, and appeals functions.

The Task Force may wish to partially deviate from the governance commission template for appointing authority and/or department head hiring/firing. In its August 6 meeting, the Task Force expressed interest in insulating some public bodies from political influence when a body has oversight of assets or funds requiring long-term outlook to manage appropriately. The Health Service Board meets these criteria and could be insulated from political pressures by maintaining split appointments and retaining the body’s ability to hire and fire the Executive Director. The Task Force may also wish to consider only allowing appointed members to be removed for cause, which would further insulate them from political pressure. The Task Force should also direct the City Attorney’s Office to clarify how elected members may be removed if they engage in serious misconduct.

Finally, the Task Force may consider making the listed qualifications desirable rather than mandatory. This change would broaden the pool of potential Mayoral appointees and be consistent with recent Task Force decisions favoring body-level rather than seat-specific qualifications. The same desirable qualifications could also apply to the Controller’s appointee, who currently serves without specific qualification requirements.

7. [Retiree Health Care Trust Fund Board](#) (San Francisco Employees' Retirement System)

Criteria-based outcome: Keep			
Notes: - Legally required to exist - May be combined with the Retirement Board, but that would require significant changes in the existing oversight rules			
Primary Department	RET	Established	2008
Current Type	Other	Meetings (CY24)	5
Policy Area	City Employment and Benefits	Members (as of May 2025)	5 total seats 0 vacancies (0%)
Annual Cost	\$649k ⁶²		

Oversees the city's contribution to the health care premiums of its retirees and their survivors ([Charter § 12.204](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁶³	
	4B. Could this body reasonably be combined with others in its policy area?	Yes	Consider combining or eliminating
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁶⁴	
	5B. Could those interests be adequately represented by some other body or City department?	No	

⁶² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁶³ Retirement Board

⁶⁴ Retirement Health Care Trust Fund

Staff Discussion:

The Retirement Health Care Trust Fund (RHCTF) Board must exist with members serving as fiduciaries of the trust. The City could legally combine it with the Retirement Board, creating a single body that oversees both trusts. However, it would require some significant changes in the existing oversight rules and would not result in efficiency gains.

The RHCTF is an irrevocable trust that provides a funding source to defray the cost of the City's and other participating employers' obligations to pay for retiree health coverage. The RHCTF Board was created to oversee the administration of the fund, investment of trust assets, and disbursements from the trust.

Staff investigated a possible combination of the RHCTF Board and the Retirement Board. While legally permissible, a combined body would likely increase workload and lengthen decision/approval timelines. If combined, RHCTF oversight would likely become a committee function under the Retirement Board. The committee would still need to meet regularly, maintaining the current workload for staff and increasing the workload for Board members. Decisions would be delayed, as they would first go through committee before reaching the full Retirement Board for approval. Further, the RHCTF Board and Retirement Board have different missions and different investment strategies. To allow for a potential future merger, the Task Force could add language permitting the two boards to combine if both vote to do so.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Controller (1 member), Treasurer-Tax Collector (1 member), San Francisco Employees Retirement System (1 member), and elections by Health Services System members (2 members)	Mayor	No	No change
Appointment confirmations	None	None ⁶⁵	Yes	
Member removal	N/A ⁶⁶	At will	N/A	
Term length	5 years	4 years	No	Align to template; 4-year terms
Term limits	None	3 terms	No	Align to template; 3-term limits for elected members
Qualifications	Seat-level ⁶⁷	None required ⁶⁸	Yes	
Establishing authority	Charter	TBD	No	Keep in Charter
Sunset date	None	None	Yes	
Hiring and firing authority	None	Consultative responsibilities only	No	No change
Contract approval authority	None	Retain status quo	Yes	
Budget approval authority	None	Yes	No	No change
Employee discipline authority	No role	No role ⁶⁹	Yes	

⁶⁵ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁶⁶ Specific City officials required to serve. However, designees of those officials can presumably be replaced at will. No process for removal of elected members.

⁶⁷ Controller, Treasurer-Tax Collector, and Executive Director of the San Francisco Employees' Retirement System or their designees; two elected trustees from among active and retired members of the City's Health Service System. One elected member must be an active employee member and one must be a retired member. No member may simultaneously serve as a trustee on the Board and as a member of the San Francisco Employees' Retirement System Board or the Health Service System Board.

⁶⁸ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁶⁹ Exceptions if this is currently required by law

The Retiree Health Care Trust Fund Board is categorized as an "Other" body. The table above compares it against the governance commission template because it is a decision-making body with fiduciary responsibilities over the RHCTF. However, given the Board's unique purpose, the Task Force should only partially align it with the governance commission template by reducing term lengths and adding term limits for elected members. Its mixed appointment structure remains appropriate to ensure balanced representation and accountability. Since the Board's scope is narrowly limited to oversight of the Trust, it should retain no authority over hiring, firing, or departmental budget approval. The body should remain in the Charter to reflect its fiduciary responsibilities over the Trust. The Task Force should also direct the City Attorney's Office to clarify how elected members may be removed if they engage in serious misconduct.

8. [Retirement Board](#) (San Francisco Employees' Retirement System)

Criteria-based outcome: Keep
Notes: Legally required to exist

Primary Department	RET	Established	1920
Current Type	Other	Meetings (CY24)	13
Policy Area	City Employment and Benefits	Members (as of May 2025)	7 total seats 1 vacancy (14%)
Annual Cost	\$2.1 M ⁷⁰		

Oversees administration, pension fund investment, member benefits, and actuarial funding of the city employees' retirement plan ([Charter § 12.100](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes	Keep
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	N/A
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	N/A
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes	No
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	No
	5B. Could those interests be adequately represented by some other body or City department?	No	

Staff Discussion:

The Retirement Board must exist with members serving as fiduciaries of the trust. The City could legally combine it with the Retiree Health Care Trust Fund Board, creating a single body that

⁷⁰ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

oversees both trusts. However, it would require some significant changes in the existing oversight rules and would not result in efficiency gains.

The San Francisco Retirement Board was initially created by San Francisco voters on November 2, 1920. Its purpose was to manage the newly created retirement system for City employees. Over time, its authority to invest assets broadened and now the Board spends the majority of its time overseeing investment of the trust fund assets. The Board also oversees the City's deferred compensation plan. Additionally, the Board also serves a governance role for the San Francisco Employees' Retirement System (SFERS), approving its annual budget, updates to its strategic plan, and hiring/firing its Chief Executive Officer/Chief Investment Officer.

Combining the Retirement Board and Retirement Health Care Trust Fund Board likely does not make sense for the reasons listed on page 33.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor (3 members), President of the Board of Supervisors (1 member), and election by active and retired members of the Retirement System (3 members)	Mayor	No	No change
Appointment confirmations	None	None ⁷¹	Yes	
Member removal	At will	At will	Yes	
Term length	5 years	4 years	No	Align to template; 4-year terms
Term limits	None	3 terms	No	Align to template; 3-term limits
Qualifications	Yes ⁷²	None required ⁷³	Yes	
Establishing authority	Charter	TBD	No	Keep in Charter
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes – may appoint and remove Executive Director ⁷⁴	Consultative responsibilities only	No	No change
Contract approval authority	No	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No role	No role ⁷⁵	Yes	

The Task Force may wish to partially deviate from the Governance commission template for appointing authority and/or department head hiring/firing. In its August 6 meeting, the Task Force expressed interest in insulating some public bodies from political influence when a body has oversight of assets or funds requiring long-term outlook to manage appropriately. The Retirement Board meets these criteria. The

⁷¹ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁷² Mayoral appointees shall be experienced in life insurance, actuarial science, employee pension planning or investment portfolio management, or hold a degree of doctor of medicine. The Board President's appointee must be a member of the Board of Supervisors. Only one member may be retired.

⁷³ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁷⁴ The Board may choose to appoint an Executive Director to serve as a joint Chief Executive Officer-Chief Investment Officer, or as a Chief Executive Officer only.

⁷⁵ Exceptions if this is currently required by law

Retirement Board and San Francisco Employees Retirement System should be insulated from political pressures by maintaining split appointments and retaining the body's ability to hire and fire the Executive Director. The Task Force may also wish to consider only allowing members to be removed for cause, which would further insulate them from political pressure. The Task Force should also direct the City Attorney's Office to clarify how elected members may be removed if they engage in serious misconduct.

9. [Special Strike Committee](#) (Civil Service Commission)

Criteria-based outcome: Eliminate or Keep			
Notes: - Criteria offer no reason to eliminate; body is inactive by design and only meets when employees strike - May consider eliminating since the authorizing section of Charter has been deemed unlawful by the California Public Employment Relations Board and California Court of Appeals. - May consider keeping given its sensitive nature			

Primary Department	Civil Service Commission	Established	1976
Current Type	Other	Meetings (CY24)	0
Policy Area	City Employment and Benefits	Members (as of May 2025)	6 total seats 6 vacancies (100%)
Annual Cost	\$0 ⁷⁶		

Determines whether employees violated the Charter's strike prohibitions when municipal employees went on strike or planned to do so. Has been ruled unlawful by the California Public Employment Relations Board and Court of Appeals ([Charter § A8.346\(e\)](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	Yes ⁷⁷	Consider eliminating
	2B. Is there a clear rationale to maintain the body despite its inactivity?	Yes ⁷⁸	Consider modifying
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes ⁷⁹	
	3B. Could these issues be addressed by applying templates?	No	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	

⁷⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025, which excluded this body from its analysis. The Committee did not meet in Fiscal Year 2024-2025, so the cost should be \$0.

⁷⁷ Periodic meeting body forms only as needed.

⁷⁸ See prior comment.

⁷⁹ See prior comment.

	4C. Could this body reasonably take on the work of others in its policy area?	No
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No
	5B. Could those interests be adequately represented by some other body or City department?	No

Staff Discussion:

San Franciscans added the Special Strike Committee to the Charter in 1976 through a voter initiative.⁸⁰ Before 2023, the Committee was authorized to meet as needed when municipal employees went on strike or planned to do so. The Committee determined whether employees violated the Charter’s strike prohibitions and, if so, could order termination. The presidents of the Airport, Civil Service, Fire, Police, Public Transportation, and Public Utilities Commissions comprise the Special Strike Committee.

In 2023, the California Public Employment Relations Board (PERB) ruled that the Charter’s strike prohibitions in Section A8.346 violated state labor law and were therefore unenforceable, effectively nullifying the Special Strike Committee.⁸¹ The City appealed, but the California Court of Appeal rejected the appeal in May 2025, confirming PERB’s decision. Consequently, the Special Strike Committee can no longer be convened.

Given these rulings, the Task Force may consider eliminating the Special Strike Committee from the Charter to bring City law into compliance with state labor law. Alternatively, rather than addressing this specific section directly, the Task Force could recommend adding a general Charter provision authorizing the City Attorney to remove or repeal Charter sections that have been invalidated by a final court judgment. This approach would modernize the Charter while avoiding the need to revisit individual provisions that are legally obsolete or unenforceable.

⁸⁰ “Historic Overview,” p. 4, Decision 2867-M City and County of San Francisco, California Public Employment Relations Board, July 24, 2023, <https://d2wu03uw2y008c.cloudfront.net/wp-content/uploads/20250606163535/decision-2867m.pdf>.

⁸¹ Decision 2867-M City and County of San Francisco, California Public Employment Relations Board, July 24, 2023, <https://perb.ca.gov/decision/2867m/>.

Possible Application of Governance Commission or Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	6	15 maximum	5-7	Yes – both
Appointing authority	N/A – membership is ex officio ⁸²	N/A	Mayor	Yes - Advisory
Appointment confirmations	None	None	No confirmations ⁸³	Yes – both
Member removal	N/A given ex officio membership	At will	At will	No
Term length	N/A given ex officio membership	3 years maximum	4 years	No
Term limits	N/A given ex officio membership	Case-by-case ⁸⁴	3 terms	No
Qualifications	N/A given ex officio membership	None required	None required ⁸⁵	Yes – both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and Firing Authority	None	N/A	Consultative responsibilities only	Yes - Advisory
Contract approval authority	None	N/A	Retain status quo	Yes - Advisory
Budget approval authority	None	N/A	Yes	Yes - Advisory
Employee discipline authority	Terminate employees	N/A	No role ⁸⁶	No

If the Task force chooses to keep the Special Strike Committee, no template alignment is recommended. The Committee falls under the

⁸² Committee members are the presidents of the Airport, Civil Service, Fire, Police, Public Transportation, and Public Utilities commissions

⁸³ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

⁸⁴ For Advisory committees, term limits are handled on a case-by-case basis if the body is re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁸⁵ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

⁸⁶ Exceptions if this is currently required by law

"Other" category of public bodies, for which no relevant template exists. Because the body can no longer legally meet and does not fit within the Task Force's template categories, reshaping or aligning it would serve no purpose.

Policy Area: Elections

10. Ballot Simplification Committee (Elections)

Criteria-based outcome: Keep
Notes: - Criteria suggest keeping despite the policy overlap with other bodies and narrow focus - Functions are important to supporting San Francisco's fair and free elections.

Primary Department	REG	Established	1997 ⁸⁷
Current Type	Advisory	Meetings (CY24)	9
Policy Area	Elections	Members (as of May 2025)	5 total seats ⁸⁸ 0 vacancies (0%)
Annual Cost	\$33k ⁸⁹		

Writes summaries of local ballot measures that are short (less than 300 words) and simple (less than 8th grade reading level). The Department of Elections prints its final digests in the Voter Information Pamphlet that it mails to each registered voter ([Municipal Elections Code § 610](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁹⁰	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	

⁸⁷ Added to the Municipal Elections Code in 1997 but the Department of Elections indicates that the Committee has been operating since 1974.

⁸⁸ In addition to the 5 appointed members, The City Attorney, or his or her designated representative, is an ex officio member and has a voice but no vote in committee proceedings.

⁸⁹ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁹⁰ Elections Commission, Elections (Redistricting) Task Force

5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ⁹¹	
		5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

Staff Discussion:

High voter participation is critical to a well-functioning democracy. However, ballot measures in state and local elections across the US are often complex and difficult to understand. Multiple studies have shown that this leads to voters skipping questions or opting out of voting entirely.⁹² San Francisco addresses this problem through the creation of the Ballot Simplification Committee, which plays a critical role in ensuring San Francisco's ballots are easily understandable to voters.

The City has designed the ballot simplification process to ensure that ballot measure language is simple and clear while remaining neutral and accurate so that there is high public trust in the final ballot. The City Attorney's office staff drafts an initial version of the "digest," or summary of each measure. The Ballot Simplification Committee then holds public hearings to refine the text, aiming for under an 8th grade reading level and fewer than 300 words. Members of the public are able to provide comment and suggest edits prior to the Committee voting on the final digest. After the Committee adopts the digest, the public may submit a request for reconsideration if they believe further changes are needed. The Committee's meeting schedule depends on scheduled elections and the measures on the ballot.

The Committee includes two Mayoral appointees, three Board of Supervisors appointees, and a member of the City Attorney's office who participates as a non-voting member. These members bring a specific skillset to the committee: the technical expertise to understand the legal text of each measure and the writing skills to clearly communicate complex information to a wide audience. To ensure the integrity of the process, it is important that the public see these members as neutral and unbiased. To that end, the Elections Code requires specific organizations from a range of industries nominate members for the Mayor and Board of Supervisors to appoint (see the following page for more detail). The result is that San Francisco has widely understandable ballots, written through a transparent and thoughtful public process.

Despite the Committee being one of three elections-related bodies and having a narrow focus, the evaluation criteria result in a recommendation to keep the body. It is unlikely that the Elections Commission or Elections Department staff would be able to take on the work of the Ballot Simplification Committee and produce the same high-quality results the current committee has. Committee members have specific expertise that Commissioners and Elections Department staff do not, and the current transparent process ensures the public sees the final ballot as apolitical and legitimate. Free and fair elections are critical to a functional democracy and there is no reason to change a process that appears to effectively support this goal.

⁹¹ Ballot simplification

⁹² The Center for Civic Design cites many examples in their article on [how to make ballot measures easier to understand](#).

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	5	15 maximum	Yes	
Appointing authority	Mayor (2 seats) and Board of Supervisors (3 seats) ⁹³	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ⁹⁴	No	Align to template; add six-term limit
Qualifications	Yes (1 seat-specific, 4 body-level) ⁹⁵	None required ⁹⁶	Yes	
Establishing authority	Elections Code	Administrative Code	No	Align to template; add to Administrative Code.
Sunset date	None	3 years	No	None

The Task Force should consider partially aligning the Ballot Simplification Committee with the advisory committee template by adding it to the Administrative Code, consistent with the Task Force’s direction that all public bodies be located in either the Charter or the Administrative Code. The Task Force should not add a sunset date, as the Committee’s work is ongoing and essential to the City’s election process. If two-year terms are retained, a six-term limit should be added; if the Task Force recommends longer terms, the term limit should be adjusted to stay within the 12-year maximum for service.

⁹³ Specific seats must be nominated by specific entities. Mayoral appointee nominations: 1 by the Northern California Newspaper Guild and 1 by the Superintendent of the San Francisco Unified School District. Board of Supervisors appointee nominations: 2 by the National Academy of Television Arts and Sciences, Northern California Chapter or the Northern California Broadcasters Association and 1 by the League of Women Voters of San Francisco.

⁹⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

⁹⁵ Each appointive member shall be a registered San Francisco voter, possess an understanding of ballot issues, and possess writing skills and training which provide for a high capability in written communication to the general public. The SFUSD-recommended Mayoral appointee must be an educational reading specialist.

⁹⁶ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

The Task Force should not modify the appointment process or qualifications. While it is unusual to explicitly task outside organizations with nominating members, the approach appears to be effective in maintaining the Committee's independence and nonpartisan character. Additionally, the current qualifications promote public confidence that members are selected for their professional expertise rather than political affiliation.

11. Elections Commission (Elections)

Criteria-based outcome: Combine or Eliminate

Notes:

- Criteria suggest combining or eliminating due to high vacancy rate, but Task Force should override the criteria and keep it.
- Essential to the effective operation of San Francisco government.

Primary Department	REG	Established	2001
Current Type	Governance	Meetings (CY24)	12
Policy Area	Elections	Members (as of May 2025)	7 total seats 2 vacancies (29%)
Annual Cost	\$122k ⁹⁷		

Oversees and sets policies for the Department of Elections. Supports election administration by approving the Director of Elections' written plans before each election, which detail the policies, procedures, and personnel that will be used to conduct the election. After the election, assesses how well the plan succeeded in carrying out a free, fair, and functional election ([Charter §13.103.5](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	
	3B. Could these issues be addressed by applying templates?	No	Consider combining or eliminating
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ⁹⁸	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

⁹⁷ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

⁹⁸ Ballot Simplification Committee, Elections (Redistricting) Task Force

Staff Discussion:

While the Elections Commission currently has two vacancies, making it borderline inactive, it met monthly in the past year and supports the effective operation of San Francisco government. Even though the criteria-based outcome is to combine or eliminate the Commission, the Task Force should override the criteria in this case and keep it.

The Elections Commission is the governing body for the Elections Department. Voters created the Elections Commission in 1999 through Proposition J following widespread concern about election mismanagement and the need to ensure independence from political influence. The measure established the Department of Elections as a separate department under an oversight commission to restore public confidence in the integrity, transparency, and professionalism of San Francisco's election administration.

Free and fair elections are critical to a functional democracy, and it is essential that San Franciscans have trust in their Elections Department. Having an oversight body that enables transparency around elections and provides a forum for public input in election-related plans, policies, and reports helps engender trust in San Francisco's elections. The Commission serves in a review, advisory and oversight capacity to support the Department, meaning it approves elections plans, reviews reports, and oversees department performance while the Department manages day-to-day operations.

San Francisco's independent elections governance model is uncommon in California, where most counties administer elections through their elected County Clerk or Registrar of Voters without a separate oversight body. However, large cities such as New York and Chicago have similar independent commissions or boards to safeguard the integrity of election systems and maintain public trust. Having a dedicated public body that provides consistent oversight, transparency, and opportunities for public input serves an important role in maintaining confidence in its elections. There is no reason to combine or eliminate it.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	7	5-7	Yes	
Appointing authority	Mayor, Board of Supervisors, City Attorney, Public Defender, District Attorney, Treasurer, and the Board of Education of the San Francisco Unified School District	Mayor	No	No change; retain split appointments
Appointment confirmations	None	None ⁹⁹	Yes	
Member removal	For cause	At will	No	Align to template; change to at-will removal
Term length	5 years	4 years	No	No change; keep 5-year terms
Term limits	2 consecutive terms	3 terms	No	No change; keep consecutive 2-term limit
Qualifications	Specific requirements for 3 seats ¹⁰⁰	None required ¹⁰¹	Yes	
Establishing authority	Charter	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes	Consultative responsibilities only	No	No change; retain hiring and firing authority
Contract approval authority	None	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	None	No role ¹⁰²	Yes	

⁹⁹ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁰⁰ The Mayor's appointee must have experience in election administration; the City Attorney's appointee in election law; the Treasurer's appointee in financial management; and the remaining appointees must be broadly representative of the general public..

¹⁰¹ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁰² Exceptions if this is currently required by law

The Task Force should not align the Elections Commission to the governance commission template in several ways.

Because it is important that the Elections Commission and Elections Department be insulated from politics, the Task Force should recommend retaining the current split appointment structure (where there are seven appointing authorities for seven seats), make no changes to the term lengths or limits¹⁰³, and allow the Commission to retain current hiring and firing authority over the Department head. While this should not change the Task Force's recommendation, it's important to note that the current practice of having the Commission determine the Election Director's appointment has had some controversy. In 2022, the Elections Commission made the decision to not renew the Elections Director, despite praise for his performance as the Director, before ultimately backtracking due to pushback from both the public and City officials. While this episode illustrates that having the Commission be responsible for hiring and firing is not a perfect approach, it is still important that elected officials do not own hiring and firing of the department head in order to ensure appropriate neutral and apolitical leadership over San Francisco's elections.

Changing member removal from for-cause to at-will is appropriate given the Elections Commission's broadly distributed appointing structure. Because appointments are made by multiple independent authorities, the Commission's diverse composition already provides sufficient protection against undue influence, allowing for consistency with the governance commission template.

The Task Force will need to decide whether the Elections Commission should remain in the Charter or move to the Administrative Code.

¹⁰³ Currently, the Charter specifies that commissioner terms end on January 1st; the Task Force should retain this specificity so that a Commissioner's term does not end between the primary and general election in an election cycle.

12. Elections Task Force (Elections)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	REG	Established	1996
Current Type	Other	Meetings (CY24)	0 ¹⁰⁴
Policy Area	Elections	Members (as of May 2025)	9 total seats 9 vacancies (100%)
Annual Cost (FY25)	\$0 ¹⁰⁵		

Redraws the district lines to conform to federal, state, and local law. Convenes every ten years if, following the decennial census, the Director of Elections reports to the Board of Supervisors that existing supervisorial districts no longer meet the requirements of federal, state, and local law ([Charter § 13.110](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	N/A ¹⁰⁶	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	N/A	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁰⁷	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

¹⁰⁴ Periodic meeting body that only convenes every 10 years if needed.

¹⁰⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025. The Task Force did not meet in Fiscal Year 2024-2025, so the cost is \$0.

¹⁰⁶ Because this is a periodic meeting body, definitions of inactivity and borderline inactivity are not applicable here.

¹⁰⁷ Ballot Simplification Committee, Elections Commission

Outcome: Because the answer is “no” to all applicable criteria, consider keeping.

Staff Discussion:

The Task Force should keep the Elections Task Force, consistent with the evaluation criteria outcome and because it plays an important role in ensuring fair supervisorial district boundaries. However, this body has a complex history and has faced several reform efforts, including a [proposed redistricting reform measure](#) that was introduced to the Board of Supervisors but did not reach the November 2024 ballot. The Commission Streamlining Task Force must decide the scope of its recommendations: whether to adopt reforms proposed by others, develop its own recommendations based on the templates, make minor administrative changes, or issue no recommendations and leave changes to future reform efforts.

Background

Federal, state, and local laws require San Francisco’s eleven supervisorial districts to have approximately equal populations so that each person has equal voting power. The US census generates detailed population data every 10 years. This means each jurisdiction must re-district, or reevaluate the boundaries of districts, every ten years at minimum. Many laws at the federal, state, and local level govern this process; California’s [Fair and Inclusive Redistricting for Municipalities and Political Subdivisions \(FAIR MAPS\) Act](#) requires local governments to engage communities in redistricting. San Francisco meets this requirement through the Elections Task Force, also sometimes called the Redistricting Task Force, which voters added to the Charter in 1996.

San Francisco’s Process

Per the Charter, within 60 days after the publication of decennial census, the Director of Elections must report to the Board of Supervisors on whether current district boundaries meet the legal requirement for equal populations. If they do not, the Board convenes the nine-member volunteer Elections Task Force. The Mayor, Board of Supervisors, and Elections Commission each appoint three members. In addition to drawing and adopting a new supervisorial map with districts of equal populations, the Charter also requires the Task Force to draw districts that “reflect communities of interest within the City and County,” although it does not define that term. The Clerk of the Board, the Elections Department, the Office of Civic Engagement and Immigrant Affairs, the City Attorney’s Office, and outside consultants support this process. Because the redistricting process was added to the Charter in 1996, the City has used it three times: after the 2000, 2010, and 2020 censuses.

Challenges with the Current Process

Redistricting often sparks intense debate. State and local governments have a long history of using redistricting to dilute the voting power of minority groups and political parties. As a result, it is critical that the redistricting process be neutral and unbiased in order for the results to be seen as legitimate. San Francisco has not been exempted from redistricting controversy. Local news outlets described the 2022 redistricting efforts as [“a controversial and chaotic process.”](#) with the Elections Task Force bearing the brunt of the criticism. News articles documenting the work as it unfolded described a series of public meetings with infighting, public outrage, late night walkouts, and the impression that Elections Task Force members were pressured to make specific votes to appease their appointing authorities, calling into question the political neutrality of the process. In its final

report, the Elections Task Force itself noted that it “witnessed unprecedented assaults on its independence by political actors, including purportedly nonpartisan actors, invested in a specific outcome.” Although the Elections Task Force ultimately adopted the map now in use, the process sparked calls for reform.

Commission Streamlining Task Force Possible Recommendations

Since 2022, the Elections Task Force, Elections Commission, the Office of the Clerk of the Board of Supervisors, and other entities have proposed several ideas for reform.¹⁰⁸ In May 2024, the Board of Supervisors introduced a Charter amendment for the November 2024 ballot that was ultimately withdrawn. While there are many potential options for reform, the Commission Streamlining Task Force should approach any proposed changes cautiously, given the public attention, complex history, and potential impact on San Francisco’s democratic process. Given these considerations, the following recommendations may be most appropriate:

- **Recommend minor changes clarifying administrative support and funding.** The lack of sufficient funding and specific, dedicated administrative support is one of the challenges in the redistricting process.¹⁰⁹ While prior processes were smoother, the amount of support required for the redistricting process exceeds the available capacity of the Office of the Clerk of the Board and the costs of staffing, translation, outreach, etc. need dedicated funding to appropriately resource the Elections Task Force. The Commission Streamlining Task Force may recommend that the City develop a formal administrative plan to ensure adequate funding, staffing, and interdepartmental support for future redistricting cycles. This could include identifying additional staff capacity across departments and securing sufficient funding through the regular budget process.
- **Recommend that the City conduct a future reform process to identify appropriate additional changes.** Most changes to the Elections Task Force should be part of a more comprehensive redistricting reform process, which exceeds the scope of the Commission Streamlining Task Force. This could include changes around appointment structure, number of members, and qualifications. While these components align with the types of changes the Task Force is recommending for other bodies, the complexity of this body requires a robust public engagement process to develop appropriate and specific recommendations. While there is not sufficient time for the Task Force to conduct this process as part of commission streamlining work, the Task Force could recommend that the City do this work prior to the next redistricting process.

¹⁰⁸ See [Elections Task Force 2022 Final Report](#) and the [Elections Commission Redistricting Initiative Report](#).

¹⁰⁹ The Office of the Clerk of the Board’s final report includes an estimate that “the Clerk’s staff spent approximately 5,000 hours supporting the Task Force in various capacities, at a total cost of approximately \$500,000 in salary and benefits, including overtime pay.” See Appendix C in the [Elections Task Force 2022 Final Report](#) for more details.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	9	15 maximum	Yes	No change
Appointing authority	Mayor (3 seats), Board of Supervisors (3 seats), Elections Commission (3 seats)	N/A	N/A	No change
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	Duration of the Task Force	3 years maximum	No	No change
Term limits	None	Case-by-case ¹¹⁰	No	No change
Qualifications	None	None required ¹¹¹	Yes	No change
Establishing authority	Charter	Administrative Code	No	No change
Sunset date	None	3 years	No	No change

The Elections (Redistricting) Task Force falls under the “Other” category of public bodies, which does not have a template. The advisory committee template is shown in the table above for consideration, but the Commission Streamlining Task Force should not align the body to this template. Because the Elections Task Force convenes periodically and plays a critical role in local elections, it should have retain its current term lengths, remain in the Charter, and have no sunset date.

¹¹⁰ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹¹¹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Policy Area: General City Administration

13. Assessment Appeals Board (Board of Supervisors)

Criteria-based outcome: Keep
Notes: - Fulfills state-required functions to hear assessment appeals. - Impractical for the Board of Supervisors to fulfill the legal requirement, although legally permissible

Primary Department	BOS	Established	1967
Current Type	Regulatory	Meetings (CY24)	553
Policy Area	General City Administration	Members (as of May 2025)	24 total seats 4 vacancies (17%)
Annual Cost	\$1.7 million ¹¹²		

Hears and adjudicates taxpayers' appeals of the Assessor's Office property assessments ([Administration Code § 2B](#), [Cal. Const. art. XIII, pt. XVI](#), Cal. Revenue and Tax Code §§ [1605\(d\)](#), [1620-1628](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	Consider combining or eliminating
	1B. Does this body fulfill some function required by state or federal law?	Yes	
	1C. Could either another body or City staff fulfill this legal requirement?	Yes ¹¹³	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

¹¹² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹¹³ Board of Supervisors, Cal. Const. art. XIII, pt. XVI

5B. Could those interests be adequately represented by some other body or City department?

No

Staff Discussion:

The Assessment Appeals Board (AAB) hears and decides property owners' challenges to the values assigned by the Assessor's Office for property tax purposes. Serving as San Francisco County's local board of equalization, it provides an independent forum for taxpayers to contest assessments, as required by state law. Every county must either establish such a board or have its board of supervisors hear appeals; San Francisco fulfills this obligation through the AAB rather than the Board of Supervisors. As of FY26, the AAB operates three boards with support from approximately nine staff (FTEs) within the Clerk of the Board's Office but functions independently from both the Board and the Assessor.

Assessment appeal filings have surged due to real estate market volatility and declining commercial property values following the COVID-19 pandemic. In FY2023-24, 7,939 appeals were filed, a 174% increase from the previous year and a 458% rise from FY2019-20—marking the highest volume since FY1999-2000 and exceeding the Great Recession peak. State law requires all appeals to be resolved within two years; missing this deadline automatically grants the taxpayer's proposed valuation, risking significant reductions in the City's property tax base. Because property taxes fund roughly one-third of the General Fund, the AAB's timely work is essential to the City's fiscal stability.

The Task Force should keep the AAB because it performs a legally required, specialized, and time-sensitive function that no other body can easily fulfill. While the Board of Supervisors could technically serve as the county board of equalization, doing so would be impractical given the volume of cases, statutory deadlines, and the Board's extensive legislative responsibilities. Retaining an independent AAB ensures due process for taxpayers, compliance with state law, and safeguards the City's revenue stream.

Possible Application of Appeals Commission Templates:

Template component	Current State	Appeals Commission Template	Currently Aligned?	Proposal
Number of Members	24 ¹¹⁴	3-7	No	No change
Appointing authority	Board of Supervisors	N/A	N/A	
Appointment confirmations	None	N/A	Yes	
Member removal	For cause ¹¹⁵	Members are "removeable" - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	Yes	
Term length	3 years ¹¹⁶	4 years	No	No change
Term limits	None	3 terms	No	No change
Qualifications	Body-level ¹¹⁷	Qualifications required; determined by authorizing legislation	Yes	
Establishing authority	Administrative Code	TBD	No	No change
Sunset date	None	None Evaluate workload/purpose every 5 years.	Yes	

The Task Force should make exceptions for the Assessment Appeals Board (AAB) and not align it to the appeals board template. Both membership size and term length are governed by state law, leaving little flexibility for modification. The Task Force should also refrain from imposing a four-term limit, as the AAB has struggled to fill vacancies over the last five years and must meet state-mandated hearing deadlines. Finally, while the Task Force has not made a template decision regarding establishing authority, there is no reason to move the

¹¹⁴ State law requires three AAB members to sit on each board, so the San Francisco AAB needs a minimum of nine members. Each of the City's three boards requires five regular members and three alternate members (Administrative Code § 2B.3). The AAB has a larger membership pool to ensure sufficient panels can be convened to hear appeals and meet filing demands.

¹¹⁵ Any member of the AAB may be removed for cause by the Board of Supervisors (Cal. Revenue and Tax Code § 1625).

¹¹⁶ Subject to Sections 1623(d) and (e) of the California Revenue and Taxation Code

¹¹⁷ State law requires each member to have a minimum of five years of professional experience in California as one of the following: a certified public accountant or public accountant, a licensed real estate broker, an attorney, or an accredited property appraiser (Cal. Revenue and Tax Code § 1624).

AAB into the Charter; it should remain in the Administrative Code.

14. City Hall Preservation Advisory Committee (City Administrator's Office)

Criteria-based outcome: Eliminate	
Notes: - Criteria suggest eliminating and allowing City staff and other commissions to handle matters - City Hall's ongoing maintenance and stewardship remain institutional priorities that do not depend on the Committee's existence	

Primary Department	ADM	Established	2004
Current Type	Advisory	Meetings (CY24)	5
Policy Area	General City Administration	Members (as of May 2025)	5 total seats 1 vacancies (20%)
Annual Cost	\$110k ¹¹⁸		

Advises the Mayor, Board of Supervisors, Planning Commission, and others on maintenance, repair, and preservation of City Hall ([Administrative Code §§ 5.240-5.244](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹¹⁹	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²⁰	
	5B. Could those interests be adequately represented by some other body or City department?	Yes	Consider combining or eliminating

¹¹⁸ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹¹⁹ Historic Preservation Commission, Arts Commission, Planning Commission

¹²⁰ Narrow topic: preservation of one building

Staff Discussion:

Established following the post-Loma Prieta earthquake renovation of City Hall, the City Hall Preservation Advisory Committee (CHPAC) was created to ensure that the building is preserved and maintained in keeping with its historic and architectural significance. The Committee's Code-mandated duties include reviewing proposed alterations or uses of City Hall facilities, advising on maintenance and budgetary matters, and recommending improvements that enhance the building's historic character. It may also solicit donations of funds or artifacts, maintain records of major repairs and modifications, and submit an annual report to the Mayor and Board of Supervisors.

In practice, the Committee now has minimal activity, limited public engagement, and little measurable impact on City operations. Over nearly two decades, it has received public comment at fewer than ten meetings. Its recent discussions have primarily concerned minor building maintenance and aesthetic topics, such as flooring materials, reupholstery, and routine updates from the Building Manager, with only occasional briefings from other departments, such as the SFMTA's bicycle and pedestrian safety project near City Hall.

The Task Force should recommend eliminating the City Hall Preservation Advisory Committee, which has outlived its useful purpose. Preservation and maintenance functions can continue to be managed effectively by City Hall Building Management staff, with existing commissions providing oversight where appropriate. The Committee's role overlaps with that of other bodies such as the Planning and Historic Preservation Commissions, which review alterations to designated landmarks, and the Arts Commission, which oversees public art and displays within City facilities. These other public bodies already ensure that City Hall's historic and cultural value is protected. As a designated San Francisco landmark and National Historic Landmark, any proposed alteration to City Hall must be reviewed and approved by the Historic Preservation Commission through a Certificate of Appropriateness under Article 10 of the Planning Code. All work must comply with the Secretary of Interior's Standards for Treatment of Historic Properties, which require that any changes preserve historic features and, where feasible, be reversible so the building's original integrity remains intact.

Eliminating the Committee would streamline City operations without diminishing preservation standards or public accountability. City Hall's ongoing maintenance and stewardship remain institutional priorities that do not depend on the Committee's existence.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	5	15 maximum	Yes	
Appointing authority	Mayor	N/A	N/A	
Appointment confirmations	Yes ¹²¹	No confirmations	No	Align to template; no confirmations
Member removal	At will	At will	Yes	
Term length	4 years	3 years maximum	No	Align to template; 3-year terms
Term limits	None	Case-by-case ¹²²	No	Align to template; 4-term limits
Qualifications	For 3 seats ¹²³	None required ¹²⁴	Yes	
Establishing authority	Administrative Code	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; 3-year sunset

Applying the evaluation criteria results in the recommendation to eliminate the City Hall Preservation Advisory Committee. However, if the Task Force chooses to keep the body, it should be aligned with the advisory committee template by removing appointment confirmations, reducing term lengths from four to three years, establishing a four-term limit, and incorporating a sunset provision. The Administrative Code currently requires the Committee to meet at least once per month, but records show it convened only five times in 2004; this requirement should also be eliminated.

¹²¹ A majority vote of the Board of Supervisors

¹²² Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹²³ At least one member shall have expertise in building maintenance and repair. At least one member shall have expertise in historic building preservation. At least one member shall have expertise in the history of City Hall.

¹²⁴ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

15. Commission on Animal Control and Welfare (City Administrator's Office)

Criteria-based outcome: Eliminate
Notes: Criteria suggest eliminating and allowing Department of Animal Care and Control staff to absorb functions

Primary Department	ADM	Established	1973
Current Type	Advisory	Meetings (CY24)	11
Policy Area	General City Administration	Members (as of May 2025)	7 total seats ¹²⁵ 1 vacancy (14%)
Annual Cost	\$11k ¹²⁶		

Holds hearings and makes recommendations to City government on animal control and welfare-related issues. Works with the Tax Collector and Director of the Animal Care and Control Department to maintain dog licensing procedures and recommend fees. Submits quarterly reports with proposed policies, procedures, and legislation that would further animal welfare to the Board of Supervisors, the Mayor, and the City Administrator ([Health Code § 41.2](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹²⁷	

¹²⁵ This accounts for voting members only. There are also four City staff who are non-voting members and attend meetings as needed. Refer to the membership information in the template application table for more details.

¹²⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹²⁷ Animal welfare issues

5B. Could those interests be adequately represented by some other body or City department?	Yes ¹²⁸	Consider combining or eliminating

Staff Discussion:

The Task Force should eliminate the Commission on Animal Control and Welfare because it has outlived its useful purpose. While the group provides a forum for a segment of the interested public to discuss animal-related issues, it was created before the Department of Animal Care and Control and its code-mandated functions are duplicative with the work of the department. City staff can and do perform the necessary functions of the Commission without needing an advisory body.

The Commission on Animal Control and Welfare is an advisory committee that consists of seven voting members of the public and four City employees who attend as non-voting members.¹²⁹ They take public comments on animal issues—usually from the same 1-5 people each meeting—and submit related policy recommendations to the Board of Supervisors in the form of signed informational letters. The most frequently discussed topics at public meetings include feral cats and live animal markets.

The Commission on Animal Control and Welfare was originally formed in 1971¹³⁰ to advise the Board of Supervisors. At the time, the Department of Animal Care and Control (ACC) did not exist; the Society for the Prevention of Cruelty to Animals (SPCA) had contracted with the City to handle animal control services. However, the SPCA received many complaints from residents and the Board created the Commission on Animal Control and Welfare in part to evaluate the SPCA’s performance. Years later in 1989, the City assumed control of animal services by establishing the ACC department. Despite talks to eliminate the Commission due to the formation of the department, the body continued in an advisory capacity. However, many of its initial areas of responsibility are now handled by ACC, including concerns about aggressive dogs and infectious diseases like rabies and enforcing what is now a robust Health Code. Over time, the Commission’s scope has morphed from that of an advisory body to an advocacy group.

The Commission chair describes it as an “orphan” body, as it is not technically part of any City department. It does not provide input on or approval of ACC’s policies, strategic plans, or budgets. Although other departments have non-voting seats on the Commission, the body does not have a formal role in advising the Department of Public Health (DPH), San Francisco Police Department (SFPD), or Recreation and Park Department (RPD). Examples of the Commission’s work in the past year are submitting policy recommendation letters to the Board of Supervisors regarding climate action, horseback riding in Golden Gate Park, and live animal markets. The Commission’s most noteworthy recent accomplishment is cited as its involvement with the Joint Zoo Committee’s 2024 Animal Welfare Advisors’ Report; though the Commission voted in support of this report, it did not have a role in preparing it.

¹²⁸ Department of Animal Care and Control

¹²⁹ Designees from Animal Care and Control, Public Health, Police, and Recreation and Parks

¹³⁰ Note: The year cited in the Administrative Code is 1973 because the Commission was initially formed, then disbanded, and then reformed in 1973.

As it currently operates, the Commission does not significantly contribute to ACC's strategic goals and priorities. Despite the Administrative Code tasking the body with maintaining dog licensing requirements and recommending fees, it does not seem to be currently performing those functions. Maintaining the Commission requires staff time and resources from ACC and other departments, with commissioners sometimes making duplicative requests for data and reporting that have been shared in prior meetings. In addition, one seat on the Commission reserved for a practicing veterinarian has been vacant since January. This seat is historically very difficult to fill, and the remaining voting seats are held by individuals with an interest in animal issues but who are not required to have expertise in such matters.

No other City body focuses specifically on animal issues, but this topic does not require a formal public body when a department already performs its nominal policy and administrative functions. The Commission's primary value lies in providing a forum for community input, as City staff regularly refer residents with animal-related concerns to it. If ACC wishes to preserve this public engagement role, it could re-establish the body as a passive meeting body, which would allow it to continue to meet and provide input without being codified in law or subject to the formal public meeting requirements that apply to official policy bodies.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7 voting, 4 non-voting	15 maximum	Yes	
Appointing authority	BOS (7 voting seats); ACC, DPH, SFPD, RPD (1 non-voting designee each) ¹³¹	N/A	N/A	
Appointment confirmations	No confirmations	No confirmations	Yes	
Member removal	No explicit provisions ¹³²	At will	No	Align to template; specify at-will removal by appointing authorities in the Admin Code
Term length	2	3 years maximum	Yes	
Term limits	None	Case-by-case ¹³³	No	Change to 6-term limits
Qualifications	Seat-specific; mandatory ¹³⁴	None required ¹³⁵	Yes	
Establishing authority	Health Code	Administrative Code	No	Align to template; move to Admin Code
Sunset date	None	3 years	No	Align to template; add 3-year sunset

Applying the evaluation criteria results in the recommendation to eliminate the Commission on Animal Control and Welfare. However, if the Task Force chooses to keep the body, it should align it with the advisory committee template by moving it from the Health Code to the Administrative Code, incorporating at-will member removal, and adding term limits and a sunset clause.

¹³¹ The Board of Supervisors (BOS) appoints the seven voting seats and the Department of Animal Care and Control (ACC), Department of Public Health (DPH), Police Department (SFPD), and Recreation and Park Department (RPD) each appoints one non-voting member, who is either the department director or their designee.

¹³² Any member who misses three regularly scheduled meetings of the Commission during each two-year term without the approval of the Commission given at a public meeting will be deemed to have resigned from the Commission. Apart from this, there are no provisions in the Admin. Code covering member removal.

¹³³ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹³⁴ Six BOS appointees must have an interest and experience in animal matters and one additional BOS appointee must be a licensed veterinarian practicing in San Francisco. The four non-voting members must be designees from ACC, DPH, SFPD, and RPD. In addition, no two members can be representatives or employees of the same organization, corporation, or City department.

¹³⁵ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

In addition, based on feedback from ACC staff, the Task Force might consider adding more specific experience qualifications¹³⁶ for the seven BOS appointees and removing the requirement that one be a practicing veterinarian given the difficulties with filling that seat.

Lastly, the establishing code requires the Commission to submit quarterly reports to the Board of Supervisors, but only a 2021 annual report is published on its website. Although ACC staff have confirmed the existence of at least the January-March 2025 and October-December 2024 quarterly reports, it is unclear whether the Commission is producing reports every quarter. Because a quarterly cadence is likely unnecessary given the Commission's scope, if the body is kept, the Task Force could recommend the submittal of annual reports and that all past reports be posted online for transparency.

¹³⁶ As an example, the Task Force could add a qualification (desirable or required) that they be representatives from animal welfare organizations.

16. Commission Streamlining Task Force (City Administrator's Office)

Criteria-based outcome: Keep
Notes: - Criteria provide no reason to eliminate - Sunsets in January 2027

Primary Department	ADM	Established	2025
Current Type	Advisory	Meetings (CY24)	0
Policy Area	General City Administration	Members (as of May 2025)	5 total seats 0 vacancies (0%)
Annual Cost	N/A ¹³⁷		

Makes recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions for the more effective, efficient, and economical administration of City and County government ([Charter § 4.100.1](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹³⁸	
	5B. Could those interests be adequately represented by some other body or City department?	No	Consider keeping

¹³⁷ Costs were not provided for the Budget and Legislative Analyst's [Financial Analysis report](#)

¹³⁸ Commission streamlining

Staff Discussion:

The evaluation criteria offer no reason for the Commission Streamlining Task Force to eliminate itself. Approved by the voters in the November 2024 election via Proposition E, the Task Force was established to make recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions for the more effective, efficient, and economical administration of City and County government. The Task Force has authority to introduce ordinances for commissions established by ordinance and to propose Charter amendments for commissions established in the Charter. The Task Force will submit its recommendations by February 1, 2026, and will automatically disband on January 31, 2027.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	5	15 maximum	Yes	
Appointing authority	Mayor, Board of Supervisors President, City Administrator, Controller, and City Attorney (1 seat each)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	No change
Term limits	None	Case-by-case ¹³⁹	No	No change
Qualifications	Yes ¹⁴⁰	None required ¹⁴¹	Yes	
Establishing authority	Charter	Administrative Code	No	No change
Sunset date	2027	3 years	Yes	

Because the Commission Streamlining Task Force will automatically sunset in January 2027, around the same time that any proposed Charter amendment would take effect, it should simply be allowed to expire and not be modified to conform with any template. Once the body has sunset, the City Attorney will direct the publisher to remove it from the Charter.

¹³⁹ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁴⁰ The Mayor's appointee must have expertise in open and accountable government. The Board of Supervisors appointee must represent organized labor representing the public sector. The three City employees must be employees of the named departments.

¹⁴¹ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

17. [Committee on Information Technology \(COIT\)](#) (City Administrator's Office)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	ADM	Established	2010
Current Type	Staff Working Group	Meetings (CY24)	6
Policy Area	General City Administration	Members (as of May 2025)	18 total seats 0 vacancies
Annual Cost	\$179k ¹⁴²		

Develops and approves citywide Information and Communication Technology (ICT) plans, annual surveillance reports, and technology budgets and projects for all City departments. Reviews and makes funding recommendations to the Mayor's Office for technology project proposals of citywide significance. Guides and advises City departments on technology policy development, such as surveillance technology,¹⁴³ digital accessibility and inclusion standards, and data governance policies ([Administrative Code § 22A.3](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁴⁴	
	4B. Could this body reasonably be combined with others in its policy area?	No	Consider keeping
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	

¹⁴² Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁴³ In accordance with Chapter 19B of the Administrative Code

¹⁴⁴ Justice Tracking Information System (JUSTIS) Committee Governance Council (recommended for elimination)

5B. Could those interests be adequately represented by some other body or City department?

N/A

Staff Discussion:

The Task Force should keep the Committee on Information Technology (COIT), as the evaluation criteria give no reason to eliminate it. COIT's citywide view of information technology (IT) governance fills a unique role and it has had a clear impact on citywide policies, IT strategies, and technology budgets.

COIT is primarily a staff working group, with 16 employees from various departments and 2 members of the public who are non-voting members. It was designed to establish citywide technology standards to reduce redundancies among departments, evaluate major IT projects for their strategic value and feasibility, and ensure that the City's digital infrastructure supports its broader policy goals. COIT has two subcommittees: the Budget & Performance Subcommittee, which gives funding recommendations on technology projects, and the Privacy & Surveillance Subcommittee, which evaluates surveillance technologies used by the City but whose scope may soon expand to broader technology policy issues. Before COIT makes a final recommendation on any item, the appropriate subcommittee typically reviews and approves it.

The Committee's coordinated approach has proven helpful as technology has become increasingly important for delivering City services, from public safety systems to online permit processing. Its responsibilities have broadened over time: originally focused on hardware procurement and basic IT infrastructure decisions, COIT now oversees complex initiatives like cybersecurity frameworks, data privacy policies, digital equity and accessibility programs, and emerging technologies like artificial intelligence.

Although COIT is designated as a staff working group because it does not oversee a department, it does give input and formal approval on departmental policies, strategic plans, and budgets. For example, it reviewed and approved the City's 2025-27 Technology Project Budget comprising millions of dollars in technology investments. As part of its responsibilities, COIT also reviews and approves technology project budgets for General Fund departments, evaluating close to 100 potential projects each budget cycle. Procurement requests under COIT's purview include software licensing agreements, hardware acquisitions, and system replacements that require significant financial investment or affect interdepartmental workflows. For example, COIT funded and supported the replacement of the Department of Emergency Management's Computer Aided Dispatch System (CAD), which dispatches 9-1-1 calls to the appropriate emergency personnel in several departments.

In addition, COIT has had a meaningful impact on City policy. One of its main responsibilities is to publish the City's five-year Information Communication Technology (ICT) plan, which provides a strategic overview of citywide infrastructure and potential future investments that help guide departmental decision-making. COIT has also proposed and approved clarifying amendments to the City's ordinance governing surveillance technologies,¹⁴⁵ ensuring robust oversight of surveillance

¹⁴⁵ Chapter 19B of the Administrative Code: Acquisition of Surveillance Technology

systems. And in response to the April 2024 U.S. Department of Justice ruling that required compliance with 2018 Web Content Accessibility Guidelines by 2026, COIT implemented the Digital Accessibility and Inclusion Standard (DAIS) and provided comprehensive training to support all departments in making their digital services accessible to people with disabilities.

Despite its wide-reaching role, COIT has had some difficulties with meeting frequency and public engagement. COIT schedules monthly meetings but canceled half of them in 2024 and is on track to do the same in 2025. However, staff are actively working to complete more meetings by expressly inviting departments to bring items to the Committee and through strategic agenda-setting. There are typically only 1-2 speakers who comment during each meeting, but they tend to be diverse stakeholders speaking on a variety of topics.

COIT addresses a key gap in City administration: without it, departmental technology projects and investments would be more siloed and redundant. Although the evaluation criteria support retaining COIT, the Task Force may choose to subsume the body's functions under the Board of Supervisors, the only public body with both a similar citywide scope and the legal ability to make broad decisions about technology governance. However, the Committee's IT expertise infuses a layer of technical focus that the Board of Supervisors could not adequately replicate.

Possible Application of Governance Commission or Advisory Committee Templates:

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	18	15 maximum	5-7	No
Appointing authority	MYR, BOS, CAO, BOS Clerk, CON, HRC, CIO, CISO ¹⁴⁶	N/A	Mayor	Yes – Advisory
Appointment confirmations	None	None	None	Yes – Both
Member removal	No explicit provisions	At will	At will	No ¹⁴⁷
Term length	2 years (only applicable to 8 seats) ¹⁴⁸	3 years maximum	4 years	Yes – Advisory (partially aligned)
Term limits	None	Case-by-case	3 terms	No
Qualifications	Seat-specific; mandatory ¹⁴⁹	None required	None required	Yes – Both
Establishing authority	Administrative Code	Administrative Code	TBD	Yes – Advisory
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	None	N/A	Consultative responsibilities only	Yes – Advisory
Contract approval authority	Advisory ¹⁵⁰	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes ¹⁵¹	N/A	Yes	Yes – Governance

¹⁴⁶ COIT consists of eight permanent members (or their designees): the Mayor, Board of Supervisors President, Clerk of the Board of Supervisors, Controller, City Administrator, Human Rights Commission Director, Chief Information Officer, and Chief Information Security Officer. In addition, there are eight non-permanent members who are nominated by the CAO and approved by the permanent members, one from each of the City's major service areas: Public Protection, Human Welfare and Neighborhood Development, Community Health, Culture and Recreation, and General Administration and Finance; and three members representing the Public Works, Transportation, and Commerce service area. There are also two non-voting members selected by the other members who must have IT and technology governance expertise and must not be City employees.

¹⁴⁷ Although member removal defaults to at will if there are no explicit provisions in the code, the Task Force should recommend specifying at will removal for the two non-voting members and any designees.

¹⁴⁸ The eight CAO appointees are subject to two-year terms; the others are permanent members.

¹⁴⁹ Mix of City staff and members of the public with technology expertise. Refer to footnote 146 for details.

¹⁵⁰ COIT may approve contracts, but they may also need to go before the Board of Supervisors for final approval.

¹⁵¹ COIT approves departmental technology budgets as well as the Department of Technology budget.

Employee discipline authority	No role	N/A	No role	Yes – Both

There is no template for staff working groups. However, the Task Force may choose to align the Committee on Information Technology (COIT) with the advisory committee template, the governance commission template, a mix of both, or neither. Several elements of those templates do not apply to this body. Most notably, codifying at-will member removal, term lengths, and term limits are irrelevant because most members are City employees serving by virtue of their positions. The two public members currently serve two-year terms; to align with the Task Force's standard 12-year maximum across both templates, a six-term limit could be added for those seats.

If the Task Force applied the advisory committee template, the number of COIT members would already be more closely aligned to the templated 15 maximum. As such, the Task Force could consider removing 1-3 seats from the roster.¹⁵² COIT staff have indicated that the current size and makeup of the Committee is effective for making citywide IT governance decisions. However, the frequency of meetings and speed with which the body makes decisions may be improved if there are fewer high-level members for which to coordinate schedules. In addition, the Committee's work is ongoing and would not necessitate a sunset clause as suggested by the advisory committee template.

Because COIT has some contract and budget approval authority, it naturally aligns with the governance commission template, though it does not oversee a department. However, there are limited practical opportunities for the Task Force to apply this template. Reducing the number of members from 18 to a maximum of 7 is impractical given COIT's citywide scope and the potential impacts of its decisions. Instead, it would be prudent to keep a diverse array of voices at the table. As there are no specific department heads under COIT's purview, hiring and firing authority should not be conferred as suggested by the template. If the Task Force chooses to apply the governance commission template, the main possibility for template alignment would be to expand the number of Mayor-appointed seats to more closely mirror the appointment structure of a governance commission, which could also aid broader Mayoral initiatives for technology transformation.¹⁵³

¹⁵² For example, if discounting the two non-voting seats for a total count of 16 seats, the Task Force might remove one of the three seats representing the Public Works, Transportation, and Commerce service area. If counting the two non-voting seats, the Task Force might remove two of those Public Works, Transportation, and Commerce seats in addition to the Clerk of the Board of Supervisors or their designee, which is a seat with potentially less relevance to citywide technology governance than the other members.

¹⁵³ As a possible way to configure this, two of the three members representing the Public Works, Transportation, and Commerce service area could be converted to Mayor-appointed, at-large City staff.

18. Law Library Board of Trustees (Law Library)

Criteria-based outcome: Keep but eliminate from Charter
Notes: - Legally required to exist - Should be deleted from the Charter, as this is a state body

Primary Department	LLB	Established	1870
Current Type	Governance	Meetings (CY24)	4
Policy Area	General City Administration	Members (as of May 2025)	12 total seats 0 vacancies
Annual Cost	N/A ¹⁵⁴		

Mandated by state law to oversee the policy, actions, and affairs of the San Francisco Law Library ([Charter § 8.103](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	Yes ¹⁵⁵	Keep
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	No ¹⁵⁶	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁵⁷	

¹⁵⁴ The San Francisco Law Library declined to submit financial data for the Budget and Legislative Analyst's [Financial Analysis report](#). As an autonomous agency under state law, it was not legally required to respond.

¹⁵⁵ California State Assembly Statute 1869-70, Ch. 173, § 1, page 235, uncoded; and CA Business and Professions Code 6363.

¹⁵⁶ Because the Law Library Board of Trustees is not itself a City body, it cannot be combined with City bodies.

¹⁵⁷ Narrow topic: Law Library

5B. Could those interests be adequately represented by some other body or City department?

No

Consider keeping

Staff Discussion:

California law requires each county to maintain a law library governed by an independent board of trustees and funded primarily through court filing fees rather than general tax revenues. These libraries provide specialized legal information, such as statutes, regulations, treatises, and court forms, and support access to justice for lawyers, judges, public agencies, and especially self-represented litigants.

San Francisco's Law Library, established in 1870, is governed by a twelve-member Board of Trustees (BOT) consisting of seven attorneys, four judges, and the Mayor. The Board approves the annual Law Library budget, oversees finances, and works with the director on all departmental policies and strategic planning. Meeting agenda topics typically include discussion of library operations, finances, staffing issues, events, special projects, and community access to justice issues.

The BOT is not a City body and state law sets its powers and duties. California Business and Professions Code § 6361 requires the City to provide sufficient facilities unless the BOT determines it has funds to do so itself. However, the City has given itself additional obligations under Charter Section 8.103 to fund at least the salaries of the Librarian, Assistant Librarian, and Bookbinder and to provide suitable quarters, utilities, and basic operating support. In addition, if the state amends the Business and Professions Code and changes either the general law library requirements or the BOT's structure, powers, or duties in the future, the City would be out of compliance.

The Task Force cannot eliminate the BOT because it is required under state law, but it could recommend removing the Charter provisions referencing the Law Library. Doing so would not affect the Library's existence but would ensure the City's ongoing compliance with state law and could clarify that it is a state-governed entity rather than a City commission. Removing it from the Charter might reduce transparency about the City's ongoing obligations and the Mayor's role on the Board, but it could also relieve the City of the locally imposed salary requirement – although that is a policy call beyond the scope of the Commission Streamlining Task Force.

Staff considered combining the Law Library BOT and the Library Commission to create a unified library oversight body. While this might appear to simplify governance, it would conflict with state law. The BOT operates under a separate statutory framework (Business and Professions Code § 6300 et seq.) and oversees a trust-funded legal research institute serving distinct users and purposes. The Library Commission governs the City's general public library system. Combining the two would blur missions, funding, and legal authority.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	12	5-7	No	No change
Appointing authority	LLB Board of Trustees (7 seats), Superior Court (4 ex-officio seats), and Mayor (1 ex-officio seat) ¹⁵⁸	Mayor	No	No change
Appointment confirmations	None	None ¹⁵⁹	Yes	
Member removal	At will	At will	Yes	
Term length	None	4 years	No	No change
Term limits	None	3 terms	No	No change
Qualifications	Seat-specific ¹⁶⁰	None required ¹⁶¹	Yes	
Establishing authority	Charter; originally state law	TBD	No	None
Sunset date	None	None	Yes	
Hiring and Firing Authority	Yes – Law Librarian ¹⁶²	Consultative responsibilities only	No	No change
Contract approval authority	No	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	No role	No role ¹⁶³	Yes	

Because the Law Library Board of Trustees is governed primarily by state law, the Task Force should not align it with the governance commission template.

¹⁵⁸ Per state law, the Board must consist of the Mayor, the Presiding Judge of the Superior Court, three judges of the Appellate Department of the Superior Court (ex-officio), and seven attorney members of the San Francisco bar. Members are appointed by the Board of Trustees itself.

¹⁵⁹ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁶⁰ Seven attorney members of the San Francisco bar, four judges, and the Mayor

¹⁶¹ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁶² Pursuant to state law, the Board appoints and may remove at-will a Librarian, who is its executive officer.

¹⁶³ Exceptions if this is currently required by law

19. Refuse Rate Board (Controller's Office)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	CON	Established	1932; 2022 ¹⁶⁴
Current Type	Regulatory	Meetings (CY24)	4
Policy Area	General City Administration	Members (as of May 2025)	3 total seats 0 vacancies (0%)
Annual Cost	\$154k ¹⁶⁵		

Sets refuse rates (the fees residents and businesses pay for trash, recycling, and compost collection and disposal). Reviews the costs and operations of San Francisco refuse collectors and adopts rates with the goal of maintaining rate stability and accountability ([Health Code § 290.6](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/a	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	
<i>Outcome: Because the answer is "no" to all applicable criteria, consider keeping.</i>			

¹⁶⁴ The 1932 Refuse Ordinance created the regulatory scheme for refuse collection in San Francisco and included the creation of the Rate Board. In 2022, Proposition F passed, reforming the rate-setting process. This included changing the membership structure of the Refuse Rates Board and re-establishing it as a key oversight mechanism.

¹⁶⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025. The Refuse Rate Board is a periodic meeting body, meaning it only meets when needed to set rates.

Staff Discussion:

In June 2022, San Francisco voters passed Proposition F to reform the City's refuse rate-setting process, which included reconstituting and redefining the Refuse Rate Board. The refuse rate setting process determines how much San Francisco businesses and residents pay for their trash and recycling services. The Refuse Rate Board's role is to hold public hearings to review recommended rate adjustments from the Refuse Rates Administrator (a new role in the Controller's Office), adopt new rate orders to set two-to-five-year rates, and to monitor financial and operational performance of the City's waste hauler.

The Board of Supervisors placed Proposition F on the ballot in response to corruption charges against then Public Works Director Mohammed Nuru, which included a long-running bribery scheme with the City's waste hauler, Recology. Investigation and litigation resulted in two settlements, including a \$101.5 million settlement with Recology to refund overcharges to ratepayers. Before Proposition F, the City's waste hauler would propose new rates to the Director of Public Works, who would then manage a process where the Department of Public Works (DPW) would gather public input through hearings and issue a report and recommendation. The Rate Board, established via ordinance in 1932, would then be responsible for approving the recommendation from the Director of Public Works. This process was problematic: the Director of Public Works also sat on the Rate Board. In practice, this meant the process involved limited public oversight and the Director had significant control over the proposed rates, which contributed to concerns about transparency and accountability.

Proposition F sought address these concerns in part by empowering the Refuse Rate Board as a key oversight mechanism in the new rate-setting process. As a result, the Board serves a unique purpose for the City and plays an important role in restoring and maintaining public trust in refuse rate administration. The new Refuse Rate Board replaced the seat formerly occupied by the Controller with a rate-payer representative and moved the rate-setting oversight and reporting process from DPW to the Controller's Office. This means that currently, the City Administrator (chair), the General Manager of the San Francisco Public Utilities Commission, and a Mayor-appointed ratepayer representative sit on the Board. The Refuse Rate Board is required to meet annually and meets more frequently during rate-setting years. Since the passage of Proposition F, the City has completed two rate-setting processes, the first in August 2023 and the second in June 2025.

The criteria-based outcome is to keep the Refuse Rate Board. The body serves one clearly defined function yet is broadly impactful for the City; solid waste removal is a critical government service that impacts anyone who lives or works in San Francisco. Furthermore, Recology functions as a monopoly in the City, which means that without a robust rate-setting process, it could overcharge San Franciscans with little City recourse. The Refuse Rate Board's work over the past three years has highlighted the body's value. The most recent rate-setting process resulted in over \$70 million in savings to ratepayers as compared to Recology's proposal and in 2024 its rate monitoring process helped uncover a \$24 million overcharge that Recology refunded to ratepayers, according to estimates from the Refuse Rates Administrator. The Refuse Rate Board is now an important part of a new transparent process that ensures fair rates for both residents and the company, and there is no reason to eliminate it.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	3	5-7	No	None
Appointing authority	Mayor, City Administrator, San Francisco Public Utilities Commission ¹⁶⁶	Mayor	No	None
Appointment confirmations	None ¹⁶⁷	None ¹⁶⁸	Yes	
Member removal	At will (Mayoral appointee only)	At will	Yes	
Term length	None	4 years	No	Partially align to template; add one rate-setting cycle term length for public member
Term limits	None	3 terms	No	Align to template; add 3-term limit for public member
Qualifications	Seat-specific ¹⁶⁹	None required ¹⁷⁰	Yes	
Establishing authority	Health Code ¹⁷¹	TBD	No	Add to Administrative Code
Sunset date	None	None	Yes	
Hiring and Firing Authority	N/A	Consultative responsibilities only	N/A	
Contract approval authority	N/A	Retain status quo	N/A	
Budget approval authority	N/A	Yes	N/A	

¹⁶⁶ The Ratepayer Representative (Mayoral Appointee) shall be recommended by the Utility Reform Network or any other entity that is dedicated to protecting ratepayers that the Board of Supervisors has designated by resolution.

¹⁶⁷ Because it is not otherwise stated, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁶⁸ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁶⁹ City Administrator or designee, General Manager of the SFPUC or designee, and the public member must have professionally relevant experience in operations, finance, utilities regulation, the refuse industry, or other related fields.

¹⁷⁰ Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁷¹ Voter-approved, so changes require going back to the voters

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Employee discipline authority	N/A	No role ¹⁷²	N/A	

The Refuse Rate Board combines features of a staff working group and a regulatory body. Two of its three members are City officials, and it holds authority to set refuse collection rates. Because no templates exist for regulatory bodies or staff working groups, staff compared the Refuse Rate Board to the governance commission template. The Task Force should keep the Board's current membership size and appointing structure but partially align it to the governance commission template by setting the public member's term to one rate-setting cycle (which occurs once every two to five years) and limiting that member to three terms. The Task Force should also amend the Administrative Code to include language describing the Refuse Rate Board, consistent with the Task Force's direction that all public bodies appear in either the Charter or the Administrative Code.

¹⁷² Exceptions if this is currently required by law

20. State Legislation Committee (Mayor's Office)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	MYR	Established	1939
Current Type	Staff Working Group	Meetings (CY24)	8
Policy Area	General City Administration	Members (as of May 2025)	7 total seats 0 vacancies (0%)
Annual Cost	\$58k ¹⁷³		

Evaluates how proposed state laws may impact San Francisco's residents, operations, and policy priorities, and recommends whether the City should support or oppose specific bills ([Administrative Code Article III, § 5.5 – 5.11](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?		
<i>Outcome: Because the answer is "no" to all applicable criteria, consider keeping.</i>			

¹⁷³ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

Staff Discussion:

The evaluation criteria provide no reason to eliminate the State Legislation Committee (SLC). The SLC coordinates how the City and County of San Francisco responds to bills pending before the California State Legislature, ensuring the City takes informed, unified, and strategic positions. Departments present proposed state legislation for review, share their subject matter expertise, and answer questions before the Committee votes on whether to recommend that the City support, oppose, or monitor a bill.

The SLC is a Staff Working Group composed of seven employees representing five departments and no members of the public. All elected offices participate through representatives from the Mayor's Office, the City Attorney, the Controller, the Assessor, the Treasurer, and two members of the Board of Supervisors. Without the SLC, each office would need to evaluate legislation independently, duplicating and creating inconsistent messaging. Jointly developed positions carry more gravitas in Sacramento than those issued by individual offices.

While public comment at SLC meetings is rare, the Committee provides transparency into how the City forms its legislative positions. The SLC could theoretically function as a passive meeting body, which would reduce its administrative requirements. However, removing the SLC from the Administrative Code could weaken interdepartmental coordination and diminish the City's ability to influence state legislation. Because nearly all other California cities and counties maintain similar legislation coordination bodies, retaining the SLC ensures San Francisco remains aligned and effective in shaping state policy.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	7	15 maximum	N/A	
Appointing authority	Board of Supervisors (2 seats) and 1 seat each Mayor, Assessor, City Attorney, Controller, and Treasurer/Tax Collector	N/A	N/A	
Appointment confirmations	None	No confirmations	N/A	
Member removal	At will	At will	N/A	
Term length	None	3 years maximum	N/A	
Term limits	None	Case-by-case ¹⁷⁴	N/A	
Qualifications	None	None required ¹⁷⁵	N/A	
Establishing authority	Administrative Code	Administrative Code	N/A	
Sunset date	None	3 years	N/A	

The State Legislation Committee is a Staff Working Group. Since there is no staff working group template, staff assessed whether conformance to the advisory committee template is appropriate in the table above for the Task Force's consideration. Staff do not recommend aligning the SLC to the advisory committee template. The section of the Administrative Code has not been updated since 1939, so the City Attorney's Office will propose some minor clean-up in the Task Force's future legislation.

¹⁷⁴ Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁷⁵ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

21. Sweatfree Procurement Advisory Group (City Administrator's Office)

Criteria-based outcome: Eliminate			
Notes: - Criteria suggest eliminating the body - City staff possess the expertise needed to administer and enforce the City's sweatfree procurement laws			
Primary Department	ADM	Established	2005
Current Type	Advisory	Meetings (CY24)	3
Policy Area	Human Rights	Members (as of May 2025)	11 total seats 5 vacancies (45%)
Annual Cost	\$22k ¹⁷⁶		

Evaluates the implementation, administration, and enforcement of the Sweatfree Contracting Ordinance. Evaluates the industries engaged in the manufacture and sale of goods to determine whether contracts for any goods in addition to apparel, garments, and textiles should be targeted for enforcement. Determines how the City and County may maximize its purchase of goods produced in San Francisco ([Labor and Employment Code § 151.7](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	No	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	Yes	Consider eliminating or modifying
	3B. Could these issues be addressed by applying templates?	No	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	No	
	4B. Could this body reasonably be combined with others in its policy area?	N/A	
	4C. Could this body reasonably take on the work of others in its policy area?	N/A	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁷⁷	

¹⁷⁶ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁷⁷ Sweatfree contracting

5B. Could those interests be adequately represented by some other body or City department?	Yes ¹⁷⁸	Consider combining or eliminating

Staff Discussion:

Established in 2005, the Sweatfree Procurement Advisory Group (SPAG) advises the City on evaluating whether contracts for goods, including apparel and garments, should be considered for enforcement review of the City's sweatfree procurement laws. Prior to the COVID-19 pandemic, SPAG met monthly, but the group is now supposed to meet quarterly¹⁷⁹ due to quorum¹⁸⁰ and membership challenges. Over the last three years, SPAG members have repeatedly asked its appointing authorities (the Mayor and Board of Supervisors) to fill the body's numerous vacancies, but no new appointments have been made. The Administrative Code requires SPAG to meet a minimum of once per year.

While SPAG initially played a significant role in providing subject matter expertise for the City, it has outlived its useful life. Over the past twenty years, City departments and staff have developed sufficient expertise. SPAG does not perform investigations to ensure manufacturers comply with labor and human rights standards. The City holds a contract with the Worker Rights Consortium (WRC), an international nonprofit that conducts global, on-site factory inspections and recommends remedies for violations. SPAG does not have approval authority over the City's contract with WRC. If the Task Force eliminated SPAG, the City's partnership with WRC and enforcement of sweatfree procurement standards would continue uninterrupted.

San Francisco is one of seven jurisdictions in the Sweatfree Purchasing Consortium,¹⁸¹ yet most peer jurisdictions do not have an equivalent body codified in law. For example, the City of Los Angeles, which has historical ties to the garment industry, requires contractors to follow a sweatfree code of conduct but does not have an advisory group. The City of New York, another jurisdiction with historical ties to the garment industry, has ethical contracting policies but neither a specific sweatfree procurement ordinance nor an advisory body.

Based on meeting minutes from 2024 and 2025, SPAG's recent activity has been largely informational rather than operational. Most meetings consist of status updates from the WRC on factory investigations and corrective actions, and from the Office of Contract Administration (OCA) on contract compliance and administrative improvements. SPAG members mainly receive these reports, ask clarifying questions, and offer limited feedback, but there is little evidence the group initiates policy changes, drafts recommendations, or leads new projects.

¹⁷⁸ Office of Labor Standards Enforcement (OLSE) and Office of Contract Administration (OCA) staff

¹⁷⁹ In 2024, SPAG met in Feb, Jun, and Oct. In 2025, meetings have occurred in May, Jun, and Sep. This means seven months elapsed between the October 2024 and May 2025 meetings. No additional meetings are scheduled for 2025; the next meetings are scheduled for Jan 8, 2026 and April 9, 2026.

¹⁸⁰ SPAG's bylaws define quorum as "a simple majority of the number of serving members."

¹⁸¹ Jurisdictions in the Sweatfree Purchasing Consortium include Austin, TX; Berkeley, CA; Los Angeles, CA; Madison, WI; Portland, OR; and Seattle, WA.

"Members," Sweatfree Purchasing Consortium. <https://buysweatfree.org/members>.

Recent improvements to the City's sweatfree procurement process, such as modernized supplier disclosure forms, tracking for incomplete factory data, and coordination with other jurisdictions to share monitoring resources, were led by OCA and not by SPAG. Recurring SPAG agenda topics, including incomplete supplier data, WRC updates, and interjurisdictional coordination, have appeared across multiple meetings with incremental progress but no new direction. In mid-2025, SPAG's discussions shifted toward responding to the proposed Open for Business Contract Streamlining Act, including potential impacts on the ordinance, advocacy tactics, and reputational risks if oversight were reduced.

Overall, SPAG's recent work has focused on receiving updates and maintaining communication rather than advancing substantive policy or operational changes. Given that City departments and the WRC now perform the core functions SPAG once provided, the Task Force should consider whether maintaining this advisory body continues to add value to the City's sweatfree procurement efforts.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11	15 maximum	Yes	
Appointing authority	Mayor (5 seats), Board of Supervisors (5 seats), Controller (1 seat)	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	None	3 years maximum	No	
Term limits	None	Case-by-case ¹⁸²	No	
Qualifications	Seat-specific ¹⁸³	None required ¹⁸⁴	Yes	
Establishing authority	Labor and Employment Code	Administrative Code	No	
Sunset date	None	3 years	No	

The criteria-based outcome is to consider eliminating the Sweatfree Procurement Advisory Group. If the Task Force chooses to keep the body, it should align SPAG to the advisory committee template by adding three-year term lengths, four-term limits, moving to the Administrative Code, and adding a three-year sunset date.

¹⁸² Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

¹⁸³ Mayoral and Board of Supervisors appointees must have significant experience in at least one of the following areas: representing employees in labor matters, acquiring goods or services for a public entity, and advocating for human rights or the poor. The Controller's appointee must have significant experience in finance, financial auditing, or accounting.

¹⁸⁴ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Policy Area: Public Integrity

22. [Ethics Commission](#) (Ethics)

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	ETH	Established	1993
Current Type	Governance/ Regulatory	Meetings (CY24)	9
Policy Area	General City Administration	Members (as of May 2025)	5 total seats 0 vacancies (0%)
Annual Cost	\$162k ¹⁸⁵		

Responsible for the independent and impartial administration and enforcement of laws related to political campaigns, lobbying, conflicts of interest, governmental ethics, open meetings, and public records ([Charter § 15.100](#), [Appendix C](#))

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁸⁶	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	No	
	5B. Could those interests be adequately represented by some other body or City department?	N/A	

¹⁸⁵ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁸⁶ Sunshine Ordinance Task Force

Staff Discussion:

The evaluation criteria do not provide any reason to eliminate the Ethics Commission. Created by voters in 1993, the Ethics Commission oversees a department of the same name which has a budget of \$6.5 million and over 25 employees (FTEs) for FY26. Through its staff, the Commission is responsible for the independent and impartial administration and enforcement of laws related to campaign finance, public financing of candidates, governmental ethics, conflicts of interests, and registration and reporting by lobbyists, campaign consultants, permit consultants, and major developers. Prior to the creation of the Ethics Commission in 1993, these functions were handled by separate entities including the District Attorney, City Attorney, Mayor, Board of Supervisors, and City Registrar.

In the last year, the Commission reviewed and approved several large penalties for violations of campaign finance, lobbying, and filing laws, as well as new regulations on campaign disclaimers and consultant filings.

The Commission also placed a measure on the March 2024 ballot (Proposition D), which amended several provisions of the Campaign and Governmental Conduct Code.¹⁸⁷ This power is unique among the City's appointed boards and commissions. Only the Ethics Commission and MTA Board of Directors have the authority to place measures on the ballot, and only the Ethics Commission has ever exercised this authority.¹⁸⁸ While voters routinely approve Ethics measures by wide margins, measures drafted by the Ethics Commission may receive less public input and scrutiny than measures drafted by the Board of Supervisors. Each Board measure must undergo a rigorous public process spanning several months with extensive public input, including a 30-day hold, usually several committee hearings, and consideration by the full Board of Supervisors. The Task Force should strongly consider whether it is appropriate and desirable for a policy body other than the Board of Supervisors to have the power to place a measure before voters. If the Task Force eliminates the Ethics Commission's ability to directly place measures before voters, it could instead allow the Ethics Commission, by four-fifths vote, to introduce potential ballot measures to the Board of Supervisors for consideration. The Task Force could require any potential ballot measure to receive a Board hearing within a certain timeframe (e.g., sixty days), but the Board of Supervisors should retain the authority to amend language and decide whether or not to place the measure before voters.

The Ethics Commission also adjudicates matters concerning alleged violations of the City's public records and meeting laws, which are codified in the San Francisco Sunshine Ordinance. Most Sunshine Ordinance matters heard by the Ethics Commission are referred by the Sunshine Ordinance Task Force (SOTF). However, the Ethics Commission does not have the capacity or legal jurisdiction to hear all Sunshine Ordinance complaints and should not be combined with SOTF.¹⁸⁹

¹⁸⁷ By a four-fifths vote, the Commission may place on the ballot at the next succeeding general election any City ordinance that the Board of Supervisors is empowered to pass relating to conflicts of interest, campaign finance, lobbying, campaign consultants, or governmental ethics.

¹⁸⁸ The Ethics Commission has placed five measures on the ballot in its history. Source: San Francisco Ballot Propositions Database https://data.sfgov.org/City-Management-and-Ethics/San-Francisco-Ballot-Propositions-Database-Histori/88s2-6ua9/about_data

¹⁸⁹ The Ethics Commission does not have jurisdiction over violations by lower-level City employees or over unintentional/non-willful violations.

Possible Application of Governance Commission Template:

Template component	Current State	Governance Commission Template	Currently Aligned?	Proposal
Number of Members	5	5-7	Yes	
Appointing authority	Mayor, Board of Supervisors, City Attorney, District Attorney, and Assessor-Recorder (1 seat each)	Mayor	No	No change
Appointment confirmations	None	None ¹⁹⁰	Yes	
Member removal	For-cause or via recall election	At will	No	Align to template; change to at-will removal; eliminate members removal by recall election
Term length	6 years	4 years	No	No change
Term limits	No person may serve more than one six-year term, until six years after the expiration of the term.	3 terms	No	No change
Qualifications	3 seat-specific requirements ¹⁹¹	None required ¹⁹²	Yes	
Establishing authority	Charter	TBD	No	No change
Sunset date	None	None	Yes	
Hiring and Firing Authority	Sole authority to appoint and remove the Executive Director	Consultative responsibilities only	No	No change
Contract approval authority	None	Retain status quo	Yes	
Budget approval authority	Yes	Yes	Yes	
Employee discipline authority	Holds hearings when elective and certain appointed officers are suspended for official misconduct.	No role ¹⁹³	No	No change

¹⁹⁰ Appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

¹⁹¹ Mayoral appointee: background in public information and public meetings. City Attorney appointee: background in law as it relates to government ethics.

Assessor appointee: background in campaign finance. District Attorney and Board of Supervisors appointees shall be broadly representative of the general public.

¹⁹² Governance commissions not required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

¹⁹³ Exceptions if this is currently required by law

The Ethics Commission differs from the governance commission template in several areas, including appointing authority, term lengths, term limits, and hiring, firing, and employee discipline authority. The Task Force should deviate from the template in these areas to preserve the Commission's independence from political influence and uphold its critical role as an impartial enforcer of the City's ethics and transparency laws. Political insulation is essential to maintaining public trust in the Commission's oversight of elected officials and City departments. Split appointments protect the Commission from undue influence by any one elected official/appointing authority. A six-year term is appropriate because it allows commissioners sufficient time to develop expertise and fully understand the complex issues before the body, while current term limits allow rotation of members over time. Hiring/firing the Executive Director insulates this position and the department from political considerations. Finally, the Ethics Commission is the appropriate body to hold hearings when elective and other officers are suspended for official misconduct and should retain this authority.

Changing member removal from for-cause to at-will may be appropriate given the Ethics Commission's broadly distributed appointing structure, which protects against undue influence by any one elected official. The Task Force should also eliminate the provision allowing Ethics Commissioners to be removed by recall election, which would further protect members from political pressure.

The Task Force should keep the Ethics Commission in the Charter, recognizing its unique purpose as a safeguard of integrity and accountability in City government.

23. **Sunshine Ordinance Task Force (Board of Supervisors)**

Criteria-based outcome: Keep
Notes: Criteria provide no reason to eliminate

Primary Department	BOS	Established	1993
Current Type	Regulatory	Meetings (CY24)	22
Policy Area	General City Administration	Members (as of May 2025)	11 total seats 1 vacancy (9%)
Annual Cost	\$300k ¹⁹⁴		

Hears violations of the Sunshine Ordinance. Advises the Board of Supervisors and provides information to City departments on appropriate ways in which to implement the Sunshine Ordinance to ensure that deliberations of commissions and other agencies of the City and County are conducted before the people and that City operations are open to the people's review ([Administrative Code § 67.3](#)).

Evaluation Criteria

Category	Evaluation Criteria	Result	Outcome
1 Required by state or federal law	1A. Does State or Federal law explicitly require the existence of this specific body?	No	
	1B. Does this body fulfill some function required by state or federal law?	No	
	1C. Could either another body or City staff fulfill this legal requirement?	N/A	
2 Inactivity	2A. Is this body inactive (did not meet in last year)?	No	
	2B. Is there a clear rationale to maintain the body despite its inactivity?	N/A	
3 Borderline Inactivity	3A. Is this body borderline inactive (Met < 4 times in the past year or > 25% of seats are vacant)?	No	
	3B. Could these issues be addressed by applying templates?	N/A	
4 Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Yes ¹⁹⁵	
	4B. Could this body reasonably be combined with others in its policy area?	No	
	4C. Could this body reasonably take on the work of others in its policy area?	No	
5 Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Yes ¹⁹⁷	
	5B. Could those interests be adequately represented by some other body or City department?	Yes ¹⁹⁸	Consider combining or eliminating

¹⁹⁴ Per the Budget and Legislative Analyst's [Financial Analysis report](#) issued September 1, 2025

¹⁹⁵ Ethics Commission

¹⁹⁷ Sunshine Ordinance

¹⁹⁸ Ethics Commission

Staff Discussion:

The Sunshine Ordinance Task Force (SOTF) oversees the City's implementation of the Sunshine Ordinance, which ensures open meeting and improved access to public records. The SOTF develops goals for practical and timely enforcement of the ordinance, proposes amendments, raises implementation concerns to the Board of Supervisors, and may refer potential violations of the Sunshine Ordinance or Brown Act to the Ethics Commission. SOTF may also issue public reports evaluating departmental compliance with open government laws. In 2024, SOTF received 62 new complaints, resolved 73, and reduced its backlog of outstanding cases from 94 to 21.¹⁹⁹

SOTF has five committees: Complaint; Compliance and Amendments; Education, Outreach, and Training; Rules; and ad hoc committees. The full body meets monthly, while its committees meet at varying frequencies. The Complaint and Compliance and Amendments Committees typically address delayed or incomplete public records responses, transparency issues, proposed ordinance amendments, and related matters. These committees frequently meet for four or five hours. The Education, Outreach and Training Committee has met three times and canceled four times since January 2025, while the Rules Committee has not met since October 2022, and the Ad Hoc Committee has not convened since December 2019.

Although the Sunshine Ordinance does not require the SOTF to hear all submitted complaints, the body currently does so, often resulting in multiple levels of review for a single issue.²⁰⁰ Staff considered whether Sunshine Ordinance compliance responsibilities could be combined with other entities focused on government accountability and transparency and found that it would be overly burdensome to combine SOTF into other bodies. While noting that SOTF's oversight functions align with the Ethics Commission's existing mandate²⁰¹ and that the Ethics Commission already hears some Sunshine Ordinance violations, merging SOTF into the Ethics Commission is inadvisable. Assigning the Ethics Commission sole oversight over Sunshine Ordinance compliance could pull the Commission away from other high-level priorities due to the volume of complaints submitted. The Ethics Commission also does not currently have jurisdiction over violations by lower-level City employees or over unintentional/non-willful violations. SOTF plays a well-known role in ensuring Sunshine Ordinance compliance that San Franciscans trust and rely on.

¹⁹⁹ Sunshine Ordinance Task Force [2024 Annual Report](#), p. 3

²⁰⁰ Individuals may file a lawsuit against the City rather than going through the SOTF.

²⁰¹ To provide impartial and independent administration and enforcement of City integrity, accountability, and transparency laws.

Possible Application of Advisory Committee Template:

Template component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	11 voting members, 2 non-voting members	15 maximum	Yes	
Appointing authority	Board of Supervisors	N/A	N/A	
Appointment confirmations	None	No confirmations	Yes	
Member removal	At will	At will	Yes	
Term length	2 years	3 years maximum	Yes	
Term limits	None	Case-by-case ²⁰²	No	Add term limits
Qualifications	Mandatory body-level ²⁰³	None required ²⁰⁴	Yes	Remove qualifications
Establishing authority	Administrative Code ²⁰⁵	Administrative Code	Yes	
Sunset date	None	3 years	No	Align to template; add a 3-year sunset date

The evaluation criteria suggest potentially eliminating the Sunshine Ordinance Task Force or combining it with the Ethics Commission. If the Task Force chooses to keep SOTF, it may consider aligning two components with the advisory committee template: term limits and a sunset date. If two-year terms are retained, a four-term limit should be added; if the Task Force recommends a three-year term instead, the term

²⁰² Handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

²⁰³ Three members must be nominated by the local chapter of the Society of Professional Journalists of which one must be an attorney, one must be a local journalist, and one must be a journalist from a racial/ethnic-minority-owned news organization or focus on issues impacting minority racial or ethnic communities or works at a publication whose target audience is a minority racial or ethnic community. One member must be from the League of Women Voters. Four members must be members of the public who have demonstrated interest or experience in the issues of citizen access and participation in local government, and an additional member who is physically handicapped. Two members must have experience in consumer advocacy. The Mayor or their designee and the Clerk of the Board of Supervisors or their designee serve as non-voting members. The City Attorney or an attorney from that office serve as the body's legal advisor.

²⁰⁴ Advisory committees are not required to have qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

²⁰⁵ Voter-approved, so changes require going back to the voters

limit should be four terms. The Task Force may also add a sunset date to allow the Board of Supervisors to confirm the purpose, necessity, and significance of the Sunshine Ordinance Task Force on a regular basis.

Although not specifically addressed in the advisory committee template, the Task Force should consider eliminating SOTF's mandatory qualification and nomination requirements. While the requirements were well-intentioned and designed to ensure subject matter expertise and representation from journalism, advocacy, and civic organizations, they are overly narrow and exclude individuals who could effectively serve on the Task Force. The specificity of the nomination and professional background criteria narrows the field of eligible applicants, slows the appointment process, and limits flexibility for appointing authorities. Simplifying or removing these rigid qualification requirements would broaden participation while still ensuring that members bring meaningful perspectives on open government. Removing the mandatory qualifications would also mirror the approach used for the Board of Appeals, which has benefited from a broad range of expertise.



Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

Commission Streamlining Task Force Final Report

Appendix G: Presentations on Recommendations on Public Hearing Bodies

A photograph of the San Francisco State Capitol building, featuring a large, ornate dome with a golden spire and classical architectural details. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing white text.

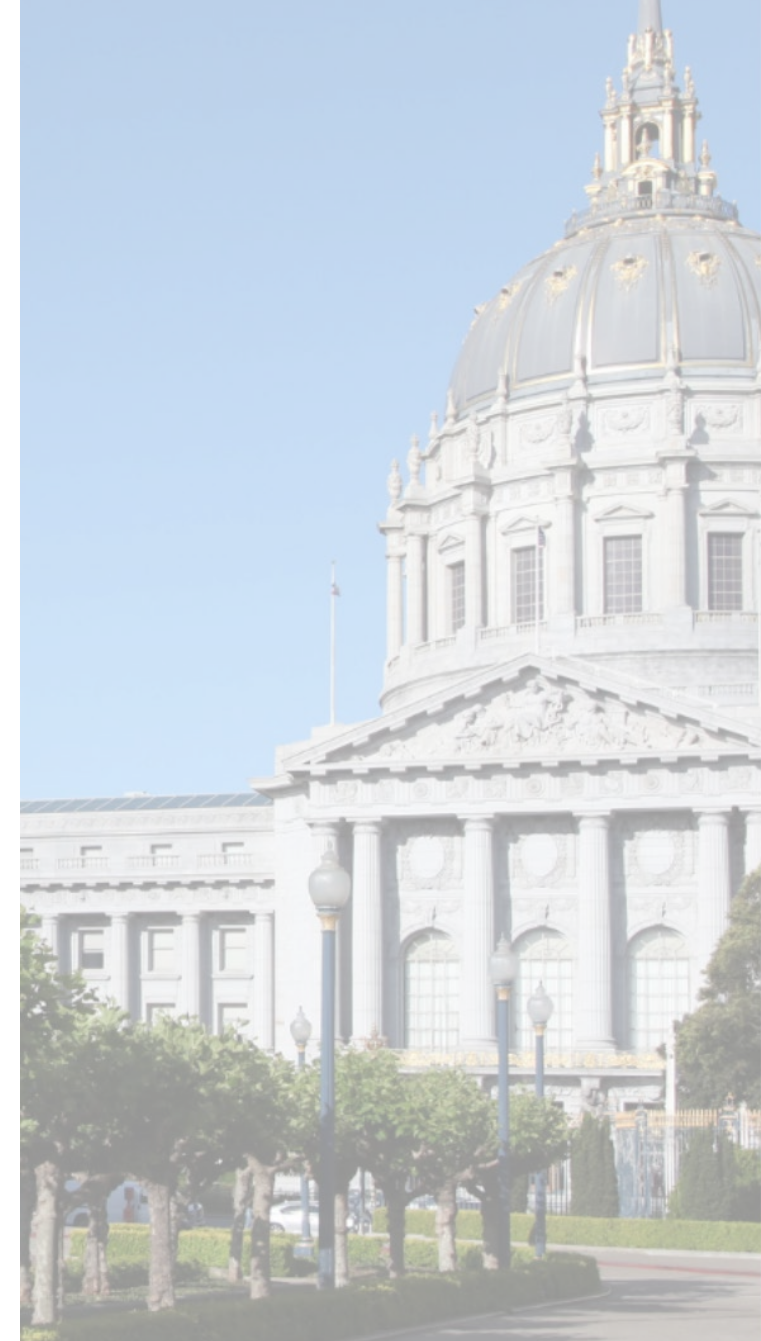
Inactive Bodies Recommended Actions

Commission Streamlining Task Force

July 16, 2025

Staff Recommend Eliminating 31 Inactive Policy Bodies from Code

- On June 13, staff identified **34 inactive policy bodies**
- Generally, inactive bodies do not add value for San Francisco residents
- Staff contacted City departments to gather more information on each of these inactive bodies
- After further investigation, **staff recommend eliminating 31 of these and deferring decision-making on 3**



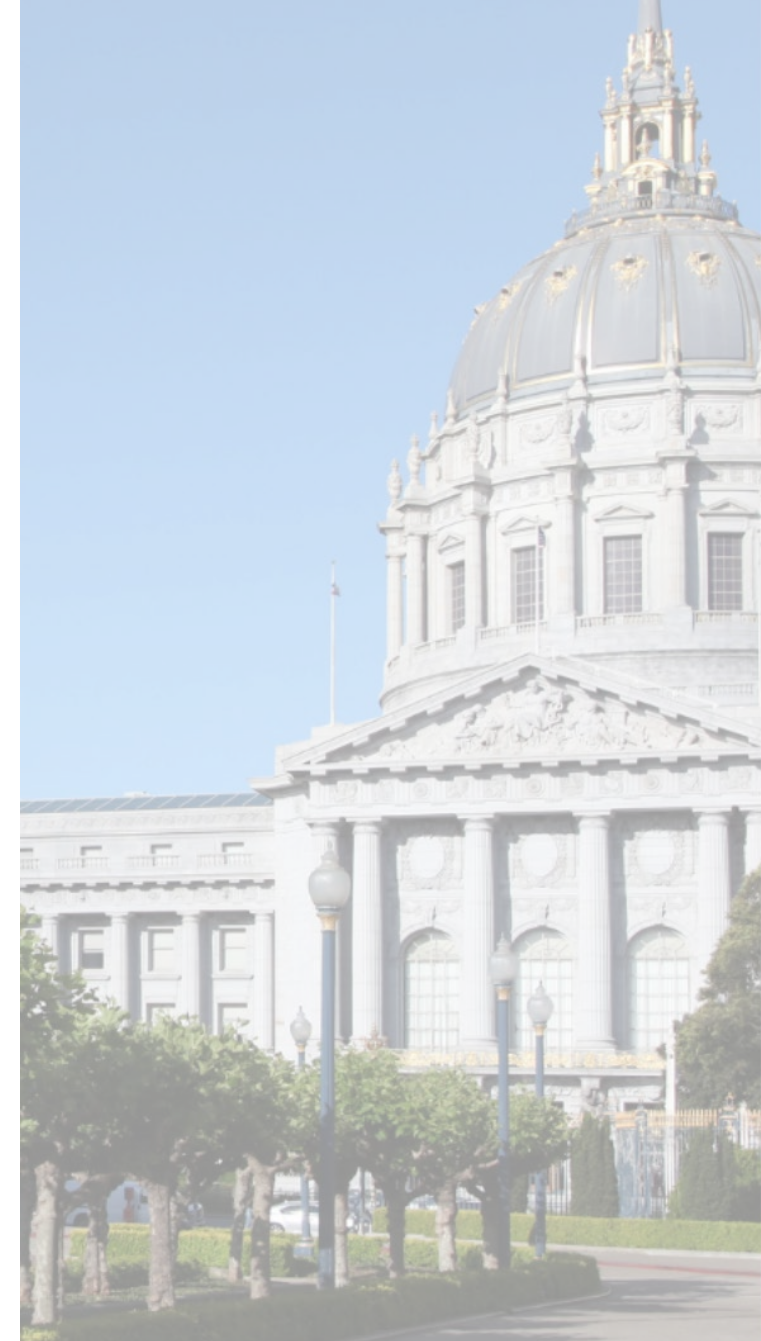
Inactive Bodies Recommended for Elimination

Name	Code Citation
Adult Day Health Care Planning Council	Administrative Code § 44.1
Advisory Council on Human Rights	Administrative Code § 12A.6
African American Arts and Cultural District Community Advisory Committee	Administrative Code § 5.30-1
Capital Implementation Committee	Park Code § 13.03
Citizens Advisory Committee for Street Utility Construction	Administrative Code § 5.64
City Agency Task Force (Lead Abatement)	Health Code § 1606
City-Operated Farmers' Market Advisory Committees	Administrative Code § 9A.6
Close Juvenile Hall Working Group	Administrative Code § 5.40-1
Committee for Planning Utility Construction Program	Administrative Code § 5.63
Contract Review Committee	Administrative Code § 12D.8
Delinquency Prevention Commission	Administrative Code § 20.50
Employee Relations Board	Charter § A8.409
Graffiti Advisory Board	Administrative Code § 5.18-1
Housing Stability Fund Oversight Board	Administrative Code § 5.45-1
Industrial Development Authority Board	Cal. Gov't Code §§ 91520 et seq.; Admin. Code §§ 42.1 et seq.
Industrial Waste Review Board	Public Works Code § 131
Local Business Enterprise Preference Program Working Group	Administrative Code § 14B.16

Name	Code Citation
Newsrack Advisory Committee	Public Works Code § 184.12
Permit Prioritization Task Force	Campaign & Governmental Conduct Code § 3.400
PUC Small Firm Advisory Committee	Administrative Code § 14B.5f
Relocation Appeals Board	Cal. Health & Safety Code § 33417.5; Admin. Code §§ 24.7, 24B.1
Residential Rehabilitation Area Citizen Advisory Committees	Administrative Code §§ 32.30, 32.30-1
Residential Rehabilitation Area Rent Committees	Administrative Code § 32.34
San Francisco Residential Hotel Operators Advisory Committee	Administrative Code § 41.21
Street Design Review Committee	Administrative Code § 98.2
Street Utilities Coordinating Committee	Administrative Code § 5.60
Subcontracting Goals Committee	Administrative Code § 12D.8
Supportive Housing Services Fund Committee	Administrative Code § 10.100-131
Workforce Development Advisory Committee	Administrative Code § 83.8
Working Group on Local Business Enterprise Preference Program for City Leases and Concession Agreements	Administrative Code § 14B.16
Working Group to Investigate Barriers to LBE Participation	Administrative Code § 14B.16

Next Steps for Elimination

- **Today:** the Task Force may discuss and vote to eliminate any inactive bodies
 - If the Task Force recommends any bodies for elimination, **the City Attorney's Office will prepare draft legislation removing them from code**
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **February 4 (tentative):** review draft legislation
- **February 18 (tentative):** vote on draft legislation
- **By March 1:** legislation introduced to the Board of Supervisors



Several Bodies May Follow Different Processes for Removal

- Three inactive bodies are already targeted for removal via parallel processes
 - The **Street Design Review Committee** and the **Workforce Development Advisory Committee** are both proposed for elimination in a draft ordinance before the Board of Supervisors
 - The Public Utilities Commission is currently developing an ordinance to remove the **Industrial Waste Review Board** from the Public Works Code
- The **Permit Prioritization Task Force** can only be eliminated via a special process that involves supermajority approval of both the Board of Supervisors (8/11 votes) and Ethics Commission (4/5 votes)

Staff Recommend Deferring Decision-making on 3 Bodies

If the Task Force agrees, these bodies will be revisited in future meetings, where they may be kept, modified, consolidated, or eliminated

Name	Rationale for Deferral	Proposed Future Meeting
Board of Examiners	Fulfills an important appeals function but has only met once since 2020. May be required to meet more frequently by potential future state legislation. More time needed to assess. Recommend waiting until Task Force finalizes evaluation criteria and templates.	October 1 – Housing and Economic Development
Long Term Care Coordinating Council	Voted to disband in 2024 but has a Charter duty to make appointments to the Dignity Fund Oversight and Advisory Committee. Recommend discussing both bodies together in the same meeting.	October 15 – Public Health and Wellbeing
Our Children, Our Families Council	Contradictory evidence in favor of keeping and eliminating. Recommend waiting until Task Force finalizes evaluation criteria and templates.	October 15 – Public Health and Wellbeing



Discussion and Potential Action

- Discuss staff recommendations to eliminate 31 inactive bodies and defer decision-making on 3
- The Task Force may vote to eliminate any of the 34 inactive bodies and direct the City Attorney's Office to remove them from code

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a tall, slender spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing white text.

Staff Working Groups and Legally Required Bodies

Commission Streamlining Task Force

August 6, 2025



Staff Working Groups

- 16 active Staff Working Groups identified
- Public meeting bodies that are established in code
 - All established in code, none in Charter
- Predominantly comprised of City employees (> 50% of seats)
 - 7 comprised solely of City employees
 - 9 include some members who are not City employees

Considerations for Discussion

- Should these continue to exist in code?

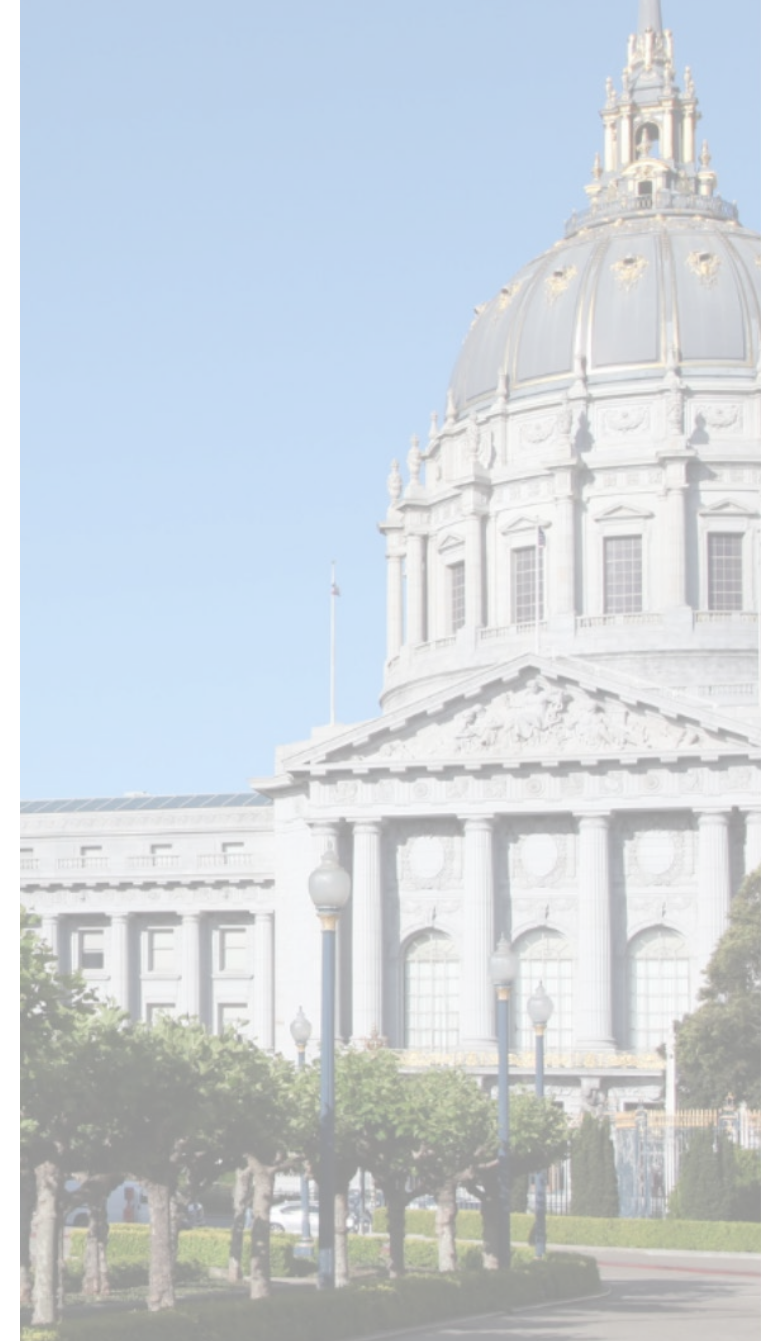
- Ensures coordination
- Meetings and materials open to the public

- Should staff coordination be codified?
- Are public meeting bodies best way to coordinate?

- If staff working groups exist in code, should they have sunset provisions?

- Opportunity to periodically re-evaluate

- Often focused on ongoing/long-range issues (e.g., disaster preparedness)



Staff Working Groups – Public Safety

for discussion at Sep 3 meeting

Department		Name of Body	Purpose	Membership		Est.
				City	Other	
APD	Adult Probation	Reentry Council	Coordinates local efforts to support adults exiting the jail and prison system.	15	10	2008
APD	Adult Probation	Community Corrections Partnership*	Advises on evidence-based practices for sentencing and probation	10	3	2011
DAT	District Attorney	Real Estate Fraud Prosecution Trust Fund Committee	Distributes funds for the prosecution of real estate fraud within San Francisco	3	0	1997
DAT	District Attorney	Sentencing Commission	Advises on strategies to improve public safety, reduce recidivism, and reform sentencing	9	4	2012
DEM	Emergency Management	Disaster Council*	Develops and approves disaster response plans	8	2	1972

*Borderline inactive. Will be discussed at the August 20 meeting.

Staff Working Groups – Infrastructure, Climate, and Mobility

for discussion at Sep 17 meeting

Department		Name of Body	Purpose	Membership		Est.
				City	Other	
ENV	Environment	Municipal Green Building Task Force	Advises on municipal construction projects	21	1	2004
DPW	Public Works	Committee for Utility Liaison on Construction and Other Projects (CULCOP)	Coordinates street excavation, utility work, paving, and other road work	8*	5*	1974
MTA	Municipal Transportation Agency	Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT)	Reviews temporary street closure permits	7	0	2008

*seats based on original legislation, which has not been updated as City departments and private utilities have changed over time.

Staff Working Groups – Housing and Economic Development for discussion at Oct 1 meeting

Department		Name of Body	Purpose	Membership		Est.
				City	Other	
CPC	City Planning	Interagency Planning and Implementation Committee (IPIC)	Oversees implementation of area plans	11	2	2006
ECN	Economic and Workforce Development	Committee on City Workforce Alignment	Coordinates workforce development services across City departments	11	6	2022

Staff Working Groups – Public Health and Wellbeing

for discussion at Oct 15 meeting

Department		Name of Body	Purpose	Membership		Est.
				City	Other	
MYR	Mayor's Office of Victims' Rights	Family Violence Council	Works to prevent, and improve the City's response to, family violence	25	3	2007

Staff Working Groups – General Administration & Finance

for discussion at Nov 5 meeting

Department		Name of Body	Purpose	Membership		Est.
				City	Other	
ADM	City Administrator's Office	Justice Tracking Information System (JUSTIS) Committee Governance Council*	Oversees criminal justice IT systems and facilitates alignment across agencies	12	0	2000
ADM	City Administrator's Office	Capital Planning Committee	Recommends 10-year capital plan and 2-year capital budget to Mayor and Board of Supervisors	11	0	2005
ADM	City Administrator's Office	Committee on Information Technology (COIT)	Develops and approves IT plans, budgets, etc. for all City departments	16	0	2010
DHR	Human Resources	Workers' Compensation Council*	Advises on matters related to workers' compensation and safety	6	0	1961
MYR	Mayor's Office	State Legislation Committee	Votes to take positions on state legislation on behalf of the City and County of San Francisco	7	0	1939

*Borderline inactive. Will be discussed at the August 20 meeting.

Legally Required Bodies





Legally Required Bodies

- Most bodies have legal duties under Charter or local codes
- 27 bodies identified with state or federal mandates (“legally required”)

Number	Scenario	Impact
16	Body is required by state or federal law	May not eliminate body; may be possible to explore consolidation
11	Body fulfills a function required by state or federal law	Must find a suitable alternative to carry out legally required function in order to eliminate

- 2 bodies have membership/ appointment details prescribed by state law

List of Legally Required Bodies

Required Bodies
Asian Art Commission
Behavioral Health Commission
Children and Families First Commission
Commission on Aging Advisory Council
Community Corrections Partnership ^{1,2}
Enhanced Infrastructure Financing District Public Financing Authority No. 1 ²
Fine Arts Museums Board of Trustees
Juvenile Justice Coordinating Council
Law Library Board of Trustees ³
Port Commission
Real Estate Fraud Prosecution Trust Fund Committee
Retiree Health Care Trust Fund Board
Retirement Board
Treasure Island Development Authority Board of Directors ^{2,4}
War Memorial Board of Trustees
Workforce Investment Board

Required Functions
Abatement Appeals Board
Access Appeals Commission ⁵
Assessment Appeals Board
Board of Appeals
Board of Examiners
Child Care Planning and Advisory Council
Citizens Committee on Community Development ²
Health Commission
IHSS Public Authority Governing Board ⁶
Local Homeless Coordinating Board
Relocation Appeals Board ⁵

Notes:

1. Required as long as the City receives Community Corrections Performance Incentives funds
2. Borderline inactive. Will be discussed at 8/20 meeting.
3. Must exist under state law, but no requirement to be established in Charter or any City ordinance
4. Required as long as TIDA is incorporated as a nonprofit
5. Appointments and membership constrained by state law
6. Required functions can only be transferred to another board or commission under narrow circumstances

Questions?

Appendix



Inactive Staff Working Groups Discussed on 7/16/25

Department		Name of Body	Code Citation	Action Taken
ADM	City Administrator's Office (Permit Center)	Permit Prioritization Task Force	Campaign & Governmental Conduct Code § 3.400	Eliminate
DPW	Public Works	Street Design Review Committee	Administrative Code § 98.2	Eliminate
DPW	Public Works	Street Utilities Coordinating Committee	Administrative Code § 5.60	Eliminate
MYR	Mayor's Office of Housing and Community Development	Supportive Housing Services Fund Committee	Administrative Code § 10.100-131	Eliminate

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a tall, slender spire topped with a golden finial. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the title text.

Legally Required Bodies

Commission Streamlining Task Force

August 20, 2025



Legally Required Bodies

- Most bodies have legal duties under Charter or local codes
- 27 bodies identified with state or federal mandates (“legally required”)

Number	Scenario	Impact
16	Body is required by state or federal law	May not eliminate body; may be possible to explore consolidation
11	Body fulfills a function required by state or federal law	Must find a suitable alternative to carry out legally required function in order to eliminate

- 2 bodies have membership/ appointment details prescribed by state law

List of Legally Required Bodies

Required Bodies
Asian Art Commission
Behavioral Health Commission
Children and Families First Commission
Commission on Aging Advisory Council
Community Corrections Partnership ^{1,2}
Enhanced Infrastructure Financing District Public Financing Authority No. 1 ²
Fine Arts Museums Board of Trustees
Juvenile Justice Coordinating Council
Law Library Board of Trustees ³
Port Commission
Real Estate Fraud Prosecution Trust Fund Committee
Retiree Health Care Trust Fund Board
Retirement Board
Treasure Island Development Authority Board of Directors ^{2,4}
War Memorial Board of Trustees
Workforce Investment Board

Required Functions
Abatement Appeals Board
Access Appeals Commission ⁵
Assessment Appeals Board
Board of Appeals
Board of Examiners
Child Care Planning and Advisory Council
Citizens Committee on Community Development ²
Health Commission
IHSS Public Authority Governing Board ⁶
Local Homeless Coordinating Board
Relocation Appeals Board ⁵

Notes:

1. Required as long as the City receives Community Corrections Performance Incentives funds
2. Borderline inactive. Will be discussed at 8/20 meeting.
3. Must exist under state law, but no requirement to be established in Charter or any City ordinance
4. Required as long as TIDA is incorporated as a nonprofit
5. Appointments and membership constrained by state law
6. Required functions can only be transferred to another board or commission under narrow circumstances

Questions?

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a dark, ribbed dome and a golden spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the title text.

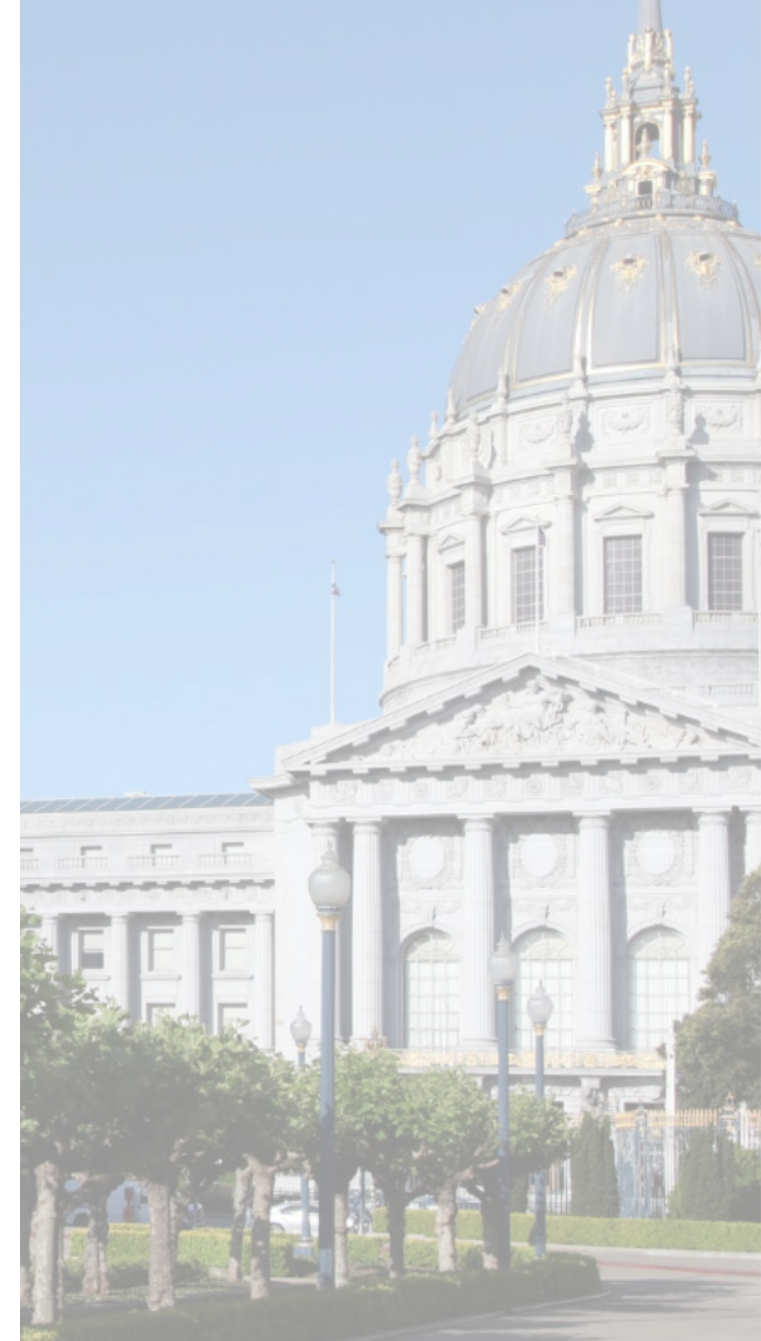
Borderline Inactive Bodies

Commission Streamlining Task Force

August 20, 2025

Staff Recommendations for Borderline Inactive Bodies

- **21 borderline inactive policy bodies** identified
- These groups may have difficulty meeting quorum or have insufficient content to regularly meet and discuss
- Staff evaluated each of these against the Task Force's evaluation criteria, contacted City departments to gather more information, and considered any public input received
- After further investigation, **staff recommend keeping 10 of these, eliminating 9, and deferring decision-making on 2**





What Are Borderline Inactive Bodies And Why Do We Care?

- The concept of “borderline inactivity” is intended to help identify bodies that **struggle to meet quorum** or **have insufficient content to regularly meet and discuss**
- These bodies may require closer scrutiny and evaluation
- We defined borderline inactive bodies as those that meet either of the following criteria:
 1. Met less than 4 times in the last calendar year, OR
 2. More than 25% of seats are vacant¹

1. These data reflect a point-in-time snapshot from outreach conducted in May and June 2025

How Did We Evaluate Whether to Keep or Eliminate Each Body?

Criteria		Evaluation	If Yes
1	Required by state or federal law	Is this body explicitly required by state or federal law?	Keep
		Does this body fulfil some function that is required by state or federal law?	Keep, unless this function could be carried out elsewhere
2	Activity	Is this body inactive?	Consider eliminating
		Is this body borderline inactive?	Consider eliminating
3	Overlap with other bodies	Do other bodies cover a similar topic or policy area?	Consider combining or eliminating
4	Breadth	Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Consider eliminating if interest could be adequately served by a body with a broader scope

What Else Did We Consider?

1. Does this body serve a purpose that is **essential to the effective operation** of City and County government?
2. Does this body **bring in outside expertise** that would otherwise be missing from the City's work on the body's target topic area?
3. Are there **other active pathways for public input** regarding this policy area?
4. If the body fulfills a **function required by state or federal law**, could those functions reasonably be **carried out by City staff or another policy body**?
5. Does the body **struggle to meet quorum**? If so, why? Would issues be resolved by applying a template (e.g., reduce membership)?
6. Could the body **reasonably be combined** with others that cover a similar topic or policy area?
7. Could one or more **overlapping bodies** reasonably be **eliminated**?
8. If this body was **eliminated**, could these interests be adequately represented by City staff or other public bodies with a broader scope and mandate?
9. Was the group established to **combat historic inequities**, such as neighborhood disinvestment or discrimination?

Recommended Actions for Borderline Inactive Bodies

Keep (10)

Bayview Hunters Point Citizens Advisory Committee

Cannabis Oversight Committee

Children, Youth and Their Families Oversight and Advisory Committee

Citizens Committee on Community Development

Community Corrections Partnership

Disaster Council

Elections Commission

Enhanced Infrastructure Financing District Public Financing Authority No. 1

LGBTQI+ Advisory Committee

Treasure Island Development Authority Board of Directors

Eliminate (9)

Justice Tracking Information System (JUSTIS) Committee Governance Council

Sheriff's Department Oversight Board

SoMa Community Stabilization Fund Community Advisory Committee

South of Market Community Planning Advisory Committee

Sweatfree Procurement Advisory Group

Treasure Island/Yerba Buena Island Citizen Advisory Board

Treasury Oversight Committee

Waterfront Design Advisory Committee

Workers' Compensation Council

Defer (2)

Citizens' General Obligation Bond Oversight Committee

Commission on Aging Advisory Council

Summary of Staff Recommendations

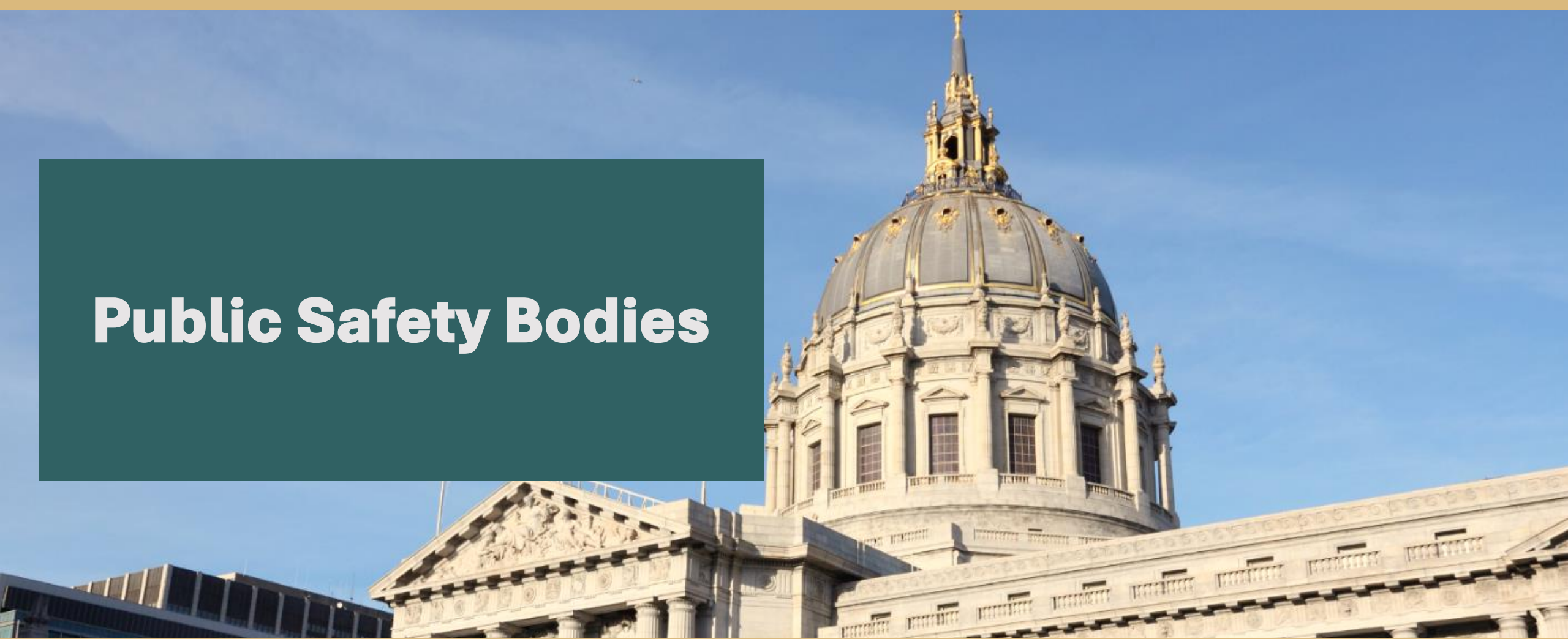
	Bodies Recommended to Keep (10)	Bodies Recommended for Elimination (9)
Establishing authority	2 Charter bodies; 8 established in code or state law	1 Charter body; 8 established in code or by Board Resolution
Legal requirements	4 fulfill state or federal legal requirements	0 fulfill state or federal legal requirements
Average vacancy rate	32%	30%
Average meetings last year	5	3.4
Average year established	2003 (Ranges from 1972 – 2023)	2000 (Ranges from 1961 – 2020)
Bodies by type	• Governance – 2 • Advisory – 5 • Regulatory – 0 • Staff Working Group – 2 • Other – 1	• Governance – 0 • Advisory – 6 • Regulatory – 1 • Staff Working Group – 2 • Other - 0



Process and Next Steps

- **Today:** the Task Force may discuss and vote to eliminate any borderline inactive bodies
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **September 3 – November 5:** discuss bodies by policy area. Staff may recommend additional changes to conform borderline inactive bodies to templates.
- **February 4:** review draft legislation
- **February 18:** vote on draft legislation
- **By March 1:** legislation introduced to the Board of Supervisors

Questions?

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the text "Public Safety Bodies" in white.

Public Safety Bodies

Commission Streamlining Task Force

September 3, 2025

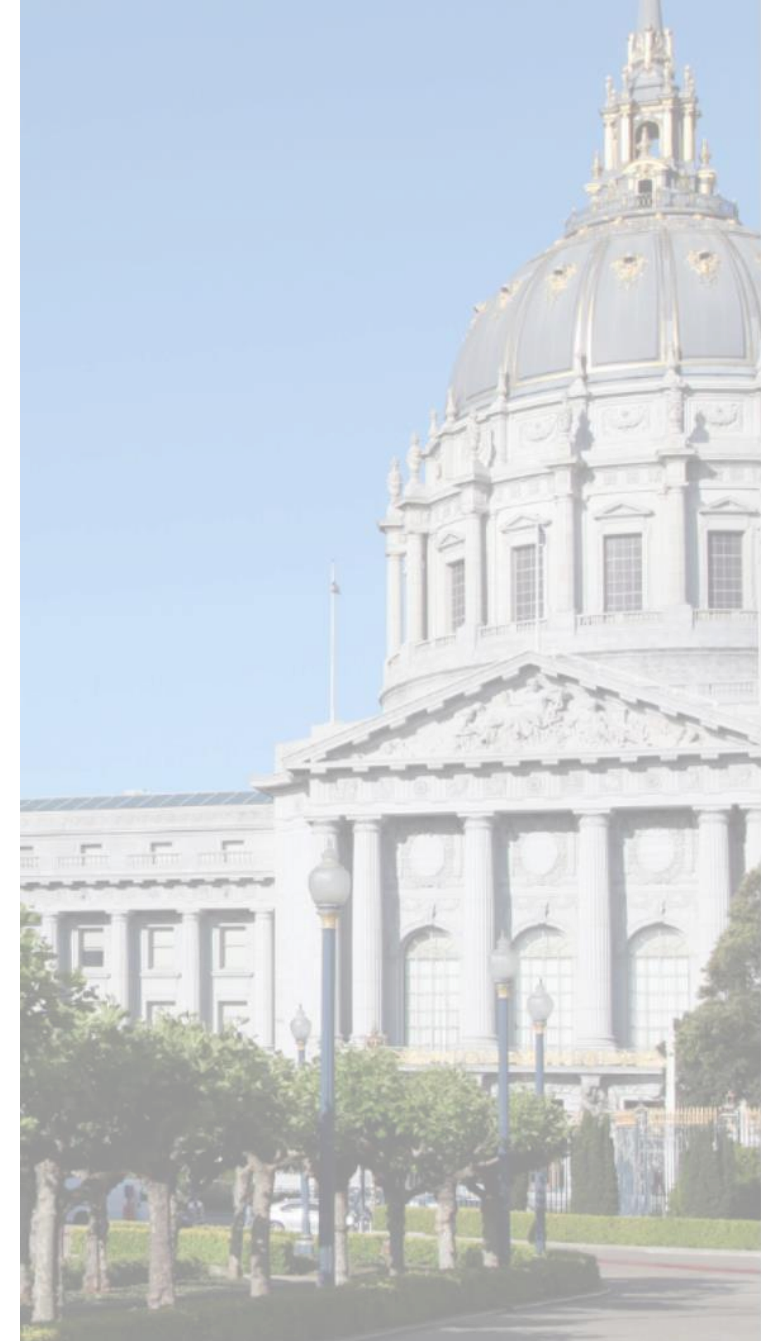


Process and Next Steps

- **Today – November 5:** discuss bodies by policy area. The Task Force may vote to eliminate public bodies
 - Today's meeting will be organized by department
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **By February 1:** approve final report
- **February 4:** review draft legislation
- **February 18:** approve legislation
- **By March 1:** legislation introduced to the Board of Supervisors

Staff Recommendations for Public Safety Bodies

- **10 Public Safety policy bodies** identified
- Staff evaluated each of these against the Task Force's evaluation criteria, contacted City departments to gather more information, and considered any public input received
- After further investigation, **staff recommend the Task Force keep or consider keeping 7 and consider keeping, combining, or eliminating 3**



How Did We Evaluate Whether to Keep or Eliminate Each Body?

Category		Evaluation Criteria	Outcome if Yes
1	Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
		1B. Does this body fulfil some function required by state or federal law?	Go to 1c
		1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2	Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
		2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3	Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or consolidating
		3B. Could these issues be addressed by applying templates?	Consider modifying
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
		4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
		4C. Could this body reasonably take on the work of others in its policy area?	Keep and consider expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5a
		5B. Could those interests be adequately represented by some other body or City department?	Consider combining or eliminating
If the answer is “no” to all criteria, consider keeping the body.			

What Else Did We Consider?

1. Does this body serve a purpose that is **essential to the effective operation** of City and County government?
2. Does this body **bring in outside expertise** that would otherwise be missing from the City's work on the body's target topic area?
3. Are there **other active pathways for public input** regarding this policy area?
4. If the body fulfills a **function required by state or federal law**, could those functions reasonably be **carried out by City staff or another policy body**?
5. Does the body **struggle to meet quorum**? If so, why? Would issues be resolved by applying a template (e.g., reduce membership)?
6. Could the body **reasonably be combined** with others that cover a similar topic or policy area?
7. Could one or more **overlapping bodies** reasonably be **eliminated**?
8. If this body was **eliminated**, could these interests be adequately represented by City staff or other public bodies with a broader scope and mandate?

Recommended Actions for Public Safety Bodies

Keep (3)
Community Corrections Partnership*
Juvenile Justice Coordinating Council*
Real Estate Fraud Prosecution Trust Fund Committee*
Consider Keeping (4)
Disaster Council
Fire Commission
Juvenile Probation Commission
Police Commission

Consider Combining or Eliminating (1)
Sheriff's Department Oversight Board

Consider Keeping or Eliminating (1)
Reentry Council

Consider Eliminating (1)
Sentencing Commission

* Legally Required



Today's Process

- **Agenda Item 5: Adult Probation, District Attorney, Emergency Management, Fire**
- **Agenda Item 6: Juvenile Probation**
- **Agenda Item 7: Police**
- **Agenda Item 8: Sheriff's Department Office of Inspector General**
- **For each agenda item, we will...**
 - Briefly introduce bodies and recommendations
 - Optional: Task Force member opening statements
 - Public Comment
 - Task Force member discussion and (optional) voting

Agenda Item 5

- **Adult Probation**
- **District Attorney**
- **Emergency Management**
- **Fire**

Adult Probation

	Community Corrections Partnership	Reentry Council
Purpose	Advises on the use of evidence-based practices in sentencing and probation for justice-involved adults using state funds.	Coordinates local efforts to support adults and juveniles exiting local, state, and federal justice facilities
Annual Cost (FY25)	\$30k	\$61k
Current Type	Staff Working Group and Advisory Committee hybrid	Staff Working Group and Advisory Committee hybrid
Criteria Outcome	Keep (legally required)	No recommendation: consider keeping or consider eliminating (may not need to be in code)
Template Alignment	1) Add 4-year term lengths and 3 term limits for public members 2) Establishing authority: add to Admin. Code	1) Reduce from 24 to 15 seats 2) Add term limits for public members
Exceptions	None	None
Other	None	None

District Attorney

	Real Estate Fraud Prosecution Trust Fund Committee	Sentencing Commission
Purpose	Distributes dedicated funds for the investigation and prosecution of real estate fraud to eligible law enforcement agencies	Promotes criminal sentencing strategies that reduce recidivism, prioritize public safety and victim protection, emphasize fairness, use evidence-based practices, and efficiently utilize local justice resources
Annual Cost (FY25)	\$286	\$34k
Current Type	Staff Working Group	Staff Working Group and Advisory Committee hybrid
Criteria Outcome	Keep (legally required)	Consider eliminating (sunsetting in 2026; may not need to be in code)
Template Alignment	None	None
Exceptions	None	1) Term length, term limits
Other	1) Add language to code stating that the body only needs to meet if the District Attorney calls a meeting to reevaluate the current funding allocations.	None

Emergency Management

	Disaster Council
Purpose	Develops and approves plans for disaster response requiring the mobilization of public and private resources and advises the Board of Supervisors on regulations needed to implement these plans
Annual Cost (FY25)	\$39k
Current Type	Staff Working Group and Advisory Committee hybrid
Criteria Outcome	Consider keeping
Template Alignment	None
Exceptions	1) Term length and limits (Council is more about coordination than public input) 2) Sunset date (ongoing nature of disaster preparedness)
Other	3) Qualifications are thirty years old and should be updated to reflect City's current reality

Fire Department

	Fire Commission
Purpose	Prescribes and enforces rules and regulations to protect lives and property from fires, natural disasters, and hazardous materials incidents; saving lives by providing emergency medical services; and preventing fires through prevention and education programs. Reviews personnel matters.
Annual Cost (FY25)	\$370k
Current Type	Governance Commission
Criteria Outcome	Consider keeping
Template Alignment	1) Add 3-year term limits 2) Remove department head hiring/firing authority
Exceptions	None
Other	3) TBD: establishing authority (keep in charter or move to Admin. Code?) 4) Place authority to impose all disciplinary action with the Fire Chief. The Commission should serve as the appellate body to satisfy the state's appeal requirement

Agenda Item 6

- **Juvenile Probation**

Juvenile Probation Department

	Juvenile Justice Coordinating Council	Juvenile Probation Commission
Purpose	As mandated by state law to receive state funds, develops and implements a continuum of county-based responses to juvenile crime and submits the Juvenile Justice Crime Prevention Act Plan to the state	Oversees the Juvenile Probation Department, ensuring policies promote juvenile safety and welfare, comply with state and court mandates, and protect juveniles in the justice system.
Annual Cost (FY25)	\$25k	\$183k
Current Type	Staff Working Group and Advisory Committee hybrid	Governance
Criteria Outcome	Keep (legally required)	Consider keeping
Template Alignment	1) Reduce from 20 seats to 15 2) Add 4-year term length and 3 term limits for public members 3) Establishing authority: add to Admin. Code	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template
Exceptions	4) Sunset date (legally required)	No recommendation issued – Task Force to discuss
Other	None	None

Juvenile Probation Department/Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Governance
Appointment confirmations	None; appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)	None	None ¹	Yes – Both
Member removal	With cause (per Charter § 15.105)	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes -Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	2 of the 7 members appointed should be from lists of eligible members submitted to the Mayor by the Superior Court	None required ³	None required ³	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	The Mayor shall appoint based on a short list of three qualified candidates from the commission (per Charter § 3.100.18).	N/A	Consultative responsibilities only	No
Contract approval authority	Yes, approves approx. 8-10 contracts or grants per quarter	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - Governance

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Agenda Item 7

- Police

Police Department

	Police Commission
Purpose	Oversees and sets policy for the Police Department and the Department of Police Accountability (DPA). Adjudicates discipline cases involving sworn members of the Police Department
Annual Cost (FY25)	\$1.66M
Current Type	Governance Commission
Criteria Outcome	Consider keeping
Template Alignment	1) Mayoral appointments without BOS confirmation 2) Appointees can be removed by the Mayor without BOS consent 3) Add 3 term limits 4) Remove department head hiring/firing authority
Exceptions	None
Other	5) TBD: establishing authority (keep in charter or move to Admin. Code?) 6) Place authority to impose all disciplinary action with the Chief of Police. The Commission should serve as the appellate body to satisfy the state's appeal requirement 7) If split appointments are retained, clarify the BOS appointment process to align the Charter with longstanding interpretation and advice from the City Attorney's Office

Agenda Item 8

- **Sheriff's Department Office of Inspector General**

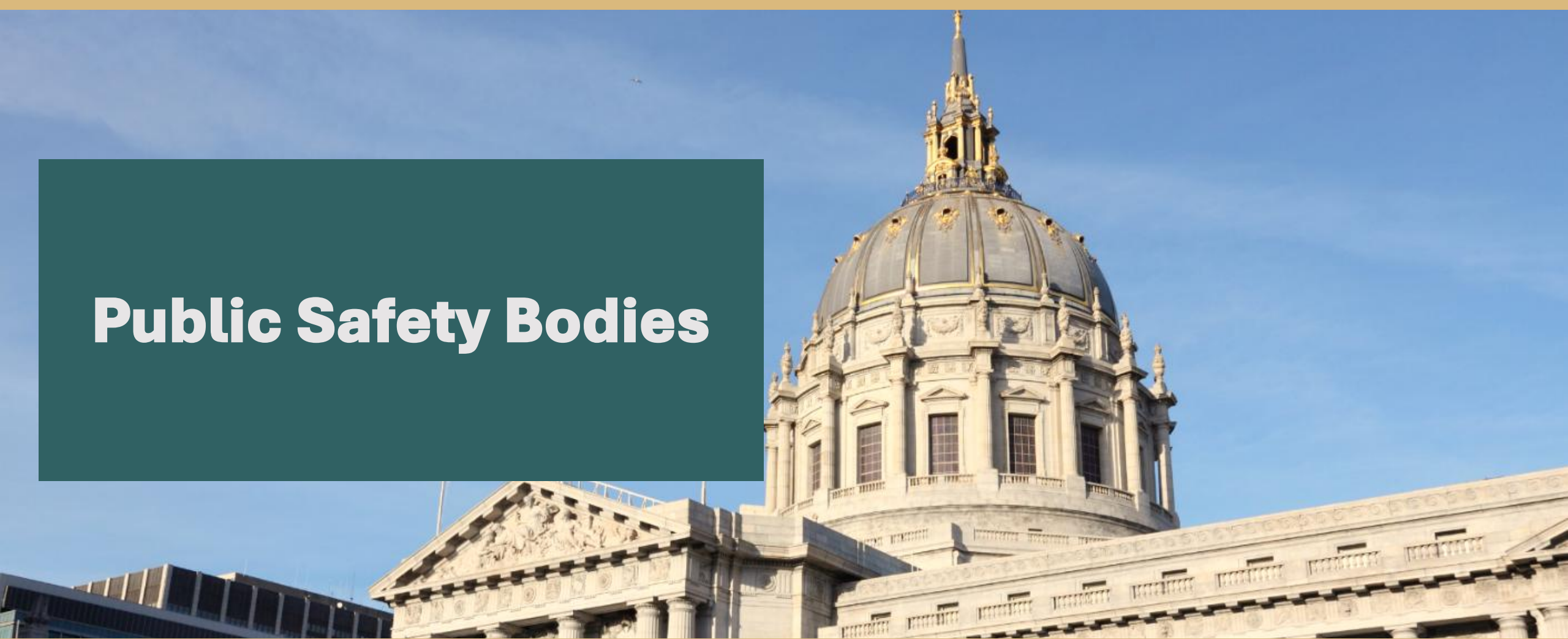
Sheriff's Department Office of Inspector General

	Sheriff's Department Oversight Board
Purpose	Appoints, evaluates the work of, and removes the Inspector General from the Sheriff's Department Office of Inspector General (SDOIG). Reviews and recommends best practices for custodial and patrol operations, incorporates community feedback on Sheriff Department activities and jail conditions, and reports findings to the Sheriff
Annual Cost (FY25)	\$1.31M
Current Type	Regulatory
Criteria Outcome	Consider combining or eliminating
Template Alignment	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template
Exceptions	None
Other	No recommendation issued – Task Force to discuss

Sheriff's Department Oversight Board

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (3 seats), Board of Supervisors (4 seats)	N/A	Mayor	No
Appointment confirmations	None	None	None	Yes – Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	3 successive terms	Case-by-case	3 terms	Yes – Both
Qualifications	One of the BOS seats must be held by a person with experience in labor representation	None required	None required ⁵⁶	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Appoints and may remove the Sheriff's Inspector General	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	None	N/A	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a dark, ribbed dome and a golden spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the text 'Public Safety Bodies' in white.

Public Safety Bodies

Commission Streamlining Task Force

September 17, 2025



Process and Next Steps

- **Today – November 5:** discuss bodies by policy area. The Task Force may vote to eliminate public bodies
 - Today's meeting will be organized by department
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **By February 1:** approve final report
- **February 4:** review draft legislation
- **February 18:** approve legislation
- **By March 1:** legislation introduced to the Board of Supervisors



Today's Process

- **Agenda Item 5: Sheriff's Department Office of Inspector General**
- **For each agenda item, we will...**
 - Briefly introduce bodies and recommendations
 - Optional: Task Force member opening statements
 - Public Comment
 - Task Force member discussion and (optional) voting

Agenda Item 5

- **Sheriff's Department Office of Inspector General**

Sheriff's Department Office of Inspector General

	Sheriff's Department Oversight Board
Purpose	Appoints, evaluates the work of, and removes the Inspector General from the Sheriff's Department Office of Inspector General (SDOIG). Reviews and recommends best practices for custodial and patrol operations, incorporates community feedback on Sheriff Department activities and jail conditions, and reports findings to the Sheriff
Annual Cost (FY25)	\$1.31M
Current Type	Regulatory
Criteria Outcome	Consider combining or eliminating
Template Alignment	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template (there is no regulatory template)
Exceptions	None
Other	No recommendation issued – Task Force to discuss

Sheriff's Department Oversight Board

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (3 seats), Board of Supervisors (4 seats)	N/A	Mayor	No
Appointment confirmations	None	None	None	Yes – Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	3 successive terms	Case-by-case	3 terms	Yes – Both
Qualifications	One of the BOS seats must be held by a person with experience in labor representation	None required	None required ⁵⁶	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Appoints and may remove the Sheriff's Inspector General	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	None	N/A	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a dark, ribbed dome and a golden spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing white text.

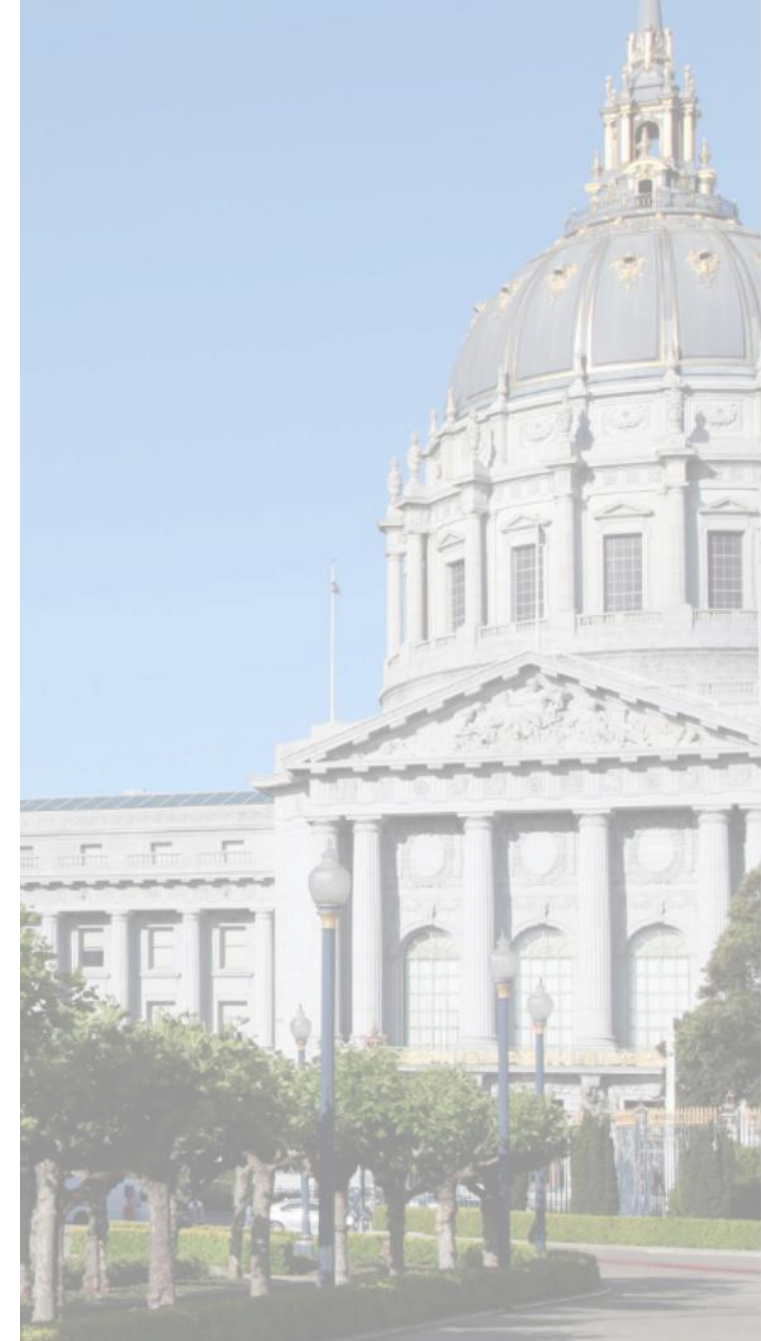
Infrastructure, Climate, & Mobility Bodies

Commission Streamlining Task Force

September 17, 2025

Staff Recommendations for Public Safety Bodies

- **20 Infrastructure, Climate, and Mobility policy bodies** identified
- Staff evaluated each of these against the Task Force's evaluation criteria, contacted City departments to gather more information, and considered any public input received
- After further investigation, **staff recommend the Task Force keep 12 and consider combining or eliminating 8**



Recommended Actions for Infrastructure Bodies

Keep (12)

Commission on the Environment

Committee for Utility Liaison on Construction and Other Projects (CULCOP)

Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT)

Joint Zoo Committee

Municipal Green Building Task Force

Municipal Transportation Agency Board of Directors

Port Commission*

Recreation and Park Commission

Public Utilities Commission

Public Utilities Rate Fairness Board

Southeast Community Facility Commission

Treasure Island Development Authority Board of Directors*

*legally required

Consider Combining or Eliminating (8)

Bicycle Advisory Committee

Mission Bay Transportation Improvement Fund Advisory Committee

Municipal Transportation Agency Citizens' Advisory Council

Park, Recreation, and Open Space Advisory Committee (PROSAC)

Public Utilities Commission Citizens' Advisory Committee

Public Works Commission

Sanitation and Streets Commission

Urban Forestry Council



Today's Process

- **Agenda Item 6: Required Bodies**
- **Agenda Item 7: Department of Public Works**
- **Agenda Item 8: Department of Environment**
- **Agenda Item 9: Municipal Transportation Agency**
- **Agenda Item 10: Public Utilities Commission**
- **Agenda Item 11: Recreation and Parks**
- **For each agenda item, we will...**
 - Briefly introduce bodies and recommendations
 - Optional: Task Force member opening statements
 - Public Comment
 - Task Force member discussion and (optional) voting

Agenda Item 6

Required Infrastructure Bodies

a) Port Commission

b) Treasure Island Authority Board of Directors (TIDA BOD)

Port

	Port Commission
Purpose	Oversees the Port, which has the power and duty to use, conduct, operate, maintain, manage, regulate, and control the City's port area. The Port consists of property along the Bay waterfront transferred by the State and held by the City in trust for the people of the State.
Annual Cost (FY25)	\$470k
Current Type	Governance
Criteria Outcome	Consider keeping (legally required) and expanding scope (assume responsibilities of the Waterfront Design Advisory Committee, which was recommended for elimination at a prior TF meeting)
Template Alignment	1) Add three term limits 2) Appointees serve at will ¹ 3) Remove department head hiring/firing authority ¹
Exceptions	3) Allow BOS confirmations ²
Other	4) Establishing authority: remain in Charter ² 5) Remove voters' ability to recall commissioners

1. TF may want to allow exceptions for political protection/insulation

2. Required under state law (the Burton Act)

City Administrator's Office

	Treasure Island Authority Board of Directors
Purpose	Governs the Treasure Island Development Authority (TIDA), a City agency and non-profit corporation which promotes planning, redevelopment, reconstruction, rehabilitation, reuse and conversion of a former naval station
Annual Cost (FY25)	\$365k
Current Type	Governance
Criteria Outcome	Keep (legally required)
Template Alignment	1) Add three term limits 2) Remove department head hiring/firing authority
Exceptions	None
Other	3) Maintain in Administrative Code, do not move to Charter 4) Memorialize elements of by-laws into recently-enacted Administrative Code section (term length and qualifications)



Agenda Item 7

Department of Public Works

- a) Public Works Commission**
- b) Sanitation and Streets Commission**
- c) Committee for Utility Liaison on Construction and Other Projects (CULCOP)**

Public Works (1 of 2)

	Public Works Commission	Sanitation and Streets Commission
Purpose	Sets policy directives for and reviews and evaluates performance of the Department of Public Works (DPW), which is responsible for the design, building, repair, and improvement of the City's infrastructure.	Sets policy directives for and oversees performance of DPW's Operations Division, establishing minimum standards of cleanliness for and baselines for services to maintain cleanliness of the public right of way.
Annual Cost (FY25)	\$716k	\$252k
Current Type	Governance	Governance
Criteria Outcome	Consider combining or eliminating (limited public engagement vs need for transparency re: contracts)	Consider combining or eliminating (it is atypical for a commission to oversee a division of a department)
Template Alignment	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template
Exceptions	None	None
Other	None	None

Public Works Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (2 seats), Board of Supervisors (2 seats), Controller (1 seat)	N/A	Mayor	No
Appointment confirmations	BOS has 60 days to act on a mayoral or controller nomination; otherwise, the nominee is automatically approved	None	None ¹	No
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Desirable, but not required: a background or experience in urban management and development	None required ³	None required ³	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes
Employee discipline authority	No	N/A	No role	Yes

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Sanitation and Streets Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (2 seats), Board of Supervisors (2 seats), Controller (1 seat)	N/A	Mayor	No
Appointment confirmations	BOS has 60 days to act on a mayoral or controller nomination; otherwise, the nominee is automatically approved	None	None ¹	No
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes - Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Desirable, but not required: a background or experience in urban management and development	None required ³	None required ³	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	No	N/A	Consultative responsibilities only	Yes
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	No	N/A	Yes	No
Employee discipline authority	No	N/A	No role	Yes

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Public Works (2 of 2)

	Committee for Utility Liaison on Construction and Other Projects (CULCOP)
Purpose	Coordinates street excavation, utility work, paving and other construction projects in the public right of way in order to minimize the impact of construction.
Annual Cost (FY25)	\$4k
Current Type	Staff Working Group
Criteria Outcome	Consider keeping (if eliminated, external agencies may not participate)
Template Alignment	None – there is no Staff Working Group template and Advisory Committee elements are not relevant
Exceptions	None
Other	1) Update 25-year-old qualifications (i.e. Municipal Railway, Redevelopment Agency, Pacific Telephone Company, Television Signal Corporation)



Agenda Item 8

Environment Department

- a) Commission on the Environment
- b) Urban Forestry Council
- c) Municipal Green Building Task Force

Environment (1 of 2)

	Commission on the Environment	Urban Forestry Council
Purpose	Sets policy for the Environment Department and advises the mayor and Board of Supervisors on environmental matters. Develops policies and programs in recycling, toxics reduction, environmental justice, energy efficiency, commute alternatives, climate change, and the city's urban forest	Advises city departments, including the Board of Supervisors and the Mayor, on urban forestry issues. Guides the stewardship of San Francisco's trees by promoting a healthy and sustainable urban forest that benefits all San Franciscans while ensuring public health and safety
Annual Cost (FY25)	\$181k	\$109k
Current Type	Governance	Advisory Committee
Criteria Outcome	Consider keeping and expanding scope (with Urban Forestry Council)	Consider combining or eliminating (creation of Urban Forestry Plan and StreetTreeSF)
Template Alignment	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template	If kept: 1) Establishing authority: move to Admin. Code from Environment Code 2) Add a 3-year sunset date
Exceptions	None	None
Other	None	None

Commission on the Environment

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes
Appointment confirmations	None; appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)	None	None ¹	Yes – Governance
Member removal	At will	At will	At will	Yes – Both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	None	None required ³	None required ³	Yes
Establishing authority	Charter	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Nominate for hiring. Sole authority in firing	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes
Employee discipline authority	None	N/A	No role	Yes

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Environment (2 of 2)

	Municipal Green Building Task Force
Purpose	Oversees and assists in enhancing the environmental performance of municipal construction projects pursuant to Chapter 7 of the San Francisco Environment Code, which outlines municipal green building requirements
Annual Cost (FY25)	\$67k
Current Type	Staff Working Group and Advisory Committee hybrid
Criteria Outcome	Consider keeping (responsible for issuing recommendations re: waiver requests)
Template Alignment	1) Remove the one public seat 2) Move to the Administrative Code from the Environment Code
Exceptions	3) Allow 21 members
Other	None



Agenda Item 9

Municipal Transportation Agency

- a) MTA Board of Directors
- b) MTA Citizens' Advisory Council (CAC)
- c) Bicycle Advisory Committee (BAC)
- d) Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT)
- e) Mission Bay Transportation Improvement Fund Advisory Committee (MBTIFAC)

Municipal Transportation Agency (1 of 3)

	Municipal Transportation Agency Board of Directors (MTAB)	Municipal Transportation Agency Citizens' Advisory Council (MTA CAC)
Purpose	Oversees the SFMTA and has exclusive authority over the acquisition, construction, and management of its property; the legislative adoption and enforcement of parking and traffic regulations; the adoption of fares, fines, and fees; and contracting, leasing, and purchasing.	Provides recommendations to the Municipal Transportation Agency regarding any matter within the jurisdiction of the Agency
Annual Cost (FY25)	\$1.2M	\$178k
Current Type	Governance	Advisory
Criteria Outcome	Consider keeping and expanding scope	Consider combining or eliminating (adds review time but enhances public trust, which is critical as MTA seeks to resolve its fiscal crisis; could be a passive meeting body)
Template Alignment	1) Remove BOS appointment confirmations of Mayoral appointees 2) Appointees serve at-will¹ 3) Remove department head hiring/firing authority¹	If kept: 1) Reduce term length from four to three years 2) Add three term limits 3) Move to Administrative Code from Charter 4) Add a three-year sunset date
Exceptions		None
Other	4) Establishing authority: remain in charter ¹	None

1. TF may want to allow exceptions for political protection/insulation

Municipal Transportation Agency (2 of 3)

	Bicycle Advisory Committee (BAC)
Purpose	Advises the SFMTA, Board of Supervisors, and other city agencies on how to make bicycling safer and more accessible
Annual Cost (FY25)	\$1k
Current Type	Advisory
Criteria Outcome	Consider combining or eliminating (outlived its useful life)
Template Alignment	If kept: 1) Eliminate appointment confirmations 2) Require a written statement specifying why an appointee is qualified 3) Add six term limits 4) Add a three-year sunset date
Exceptions	None
Other	None

Municipal Transportation Agency (3 of 3)

	Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT)	Mission Bay Transportation Improvement Fund Advisory Committee (MBTIFAC)
Purpose	Holds hearings and reviews temporary street closure permits for special events including neighborhood block parties, street fairs, and road races	Advises on the allocation of funds to support transportation services and infrastructure improvements related to events at the Chase Center
Annual Cost (FY25)	\$10k	\$80k
Current Type	Staff Working Group	Advisory
Criteria Outcome	Consider keeping (delegated decision; ensures interdepartmental coordination)	Consider eliminating (funds fully allocated, operations have settled as Chase Center has been open for 6 years)
Template Alignment	Per Advisory Committee template: 1) Move to Administrative Code from Transportation Code	If not eliminated: 1) Add 3-year terms and four term limits 2) Add 3-year sunset date
Exceptions	None	None
Other	2) Clarify “Director of Administrative Services” responsibility	



Agenda Item 10

Public Utilities

- a) Public Utilities Commission
- b) Public Utilities Citizens' Advisory Committee
- c) Public Utilities Rate Fairness Board
- d) Southeast Community Facility Commission

Public Utilities Commission (1 of 3)

	Public Utilities Commission	Public Utilities Citizens' Advisory Committee
Purpose	Oversees the department of the same name. Has exclusive charge of the construction, management, supervision, maintenance, extension, expansion, operation, use and control of all water, clean water, and energy supplies and utilities of the City.	Provides recommendations on the success of the PUC department in achieving the goals and objectives set related to water and clean water.
Annual Cost (FY25)	\$2.3M	\$58k
Current Type	Governance	Advisory
Criteria Outcome	Consider keeping	Consider combining or eliminating (redundant subject matter, could be a passive meeting body)
Template Alignment	1) Remove BOS majority confirmation requirement 2) Appointees serve at-will¹ 3) Add three term limit 4) Remove department head hiring/firing authority¹	If kept: 1) Reduce members from 17 to 15 2) Reduce term length from four to three years 3) Move to Administrative Code from Charter 4) Add a three-year sunset date
Exceptions		None
Other	5) Establishing authority: remain in charter¹	None

1. TF may want to allow exceptions for political protection/insulation

Public Utilities Commission (2 of 3)

	Public Utilities Rate Fairness Board
Purpose	Reviews and advises the SFPUC on water, power, and sewer rates matters
Annual Cost (FY25)	\$10k
Current Type	Advisory
Criteria Outcome	Consider keeping (role in setting rates for large customer base)
Template Alignment	1) Add three-year term lengths for public members 2) Add three term limits for public members 3) Move to Administrative Code from Charter 4) Add a three-year sunset date
Exceptions	None
Other	None

Public Utilities Commission (3 of 3)

	Southeast Community Facility Commission
Purpose	Reviews and provides guidance on strategic, financial and capital improvement plans, as well as programming and operations for the Southeast Community Facility
Annual Cost (FY25)	\$219k
Current Type	Governance
Criteria Outcome	Consider keeping
Template Alignment	Convert to an Advisory Committee: 1) Reduce term length from 4 to 3 years 2) Add four-year term limits 3) Add a three-year sunset date 4) Remove hiring/firing authority of facility director 5) Modify authority to allocate surplus funds
Exceptions	None
Other	None

Southeast Community Facility Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes
Appointing authority	Mayor	N/A	Mayor	Yes
Appointment confirmations	None	None	None ¹	Yes
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None; President of the commission may serve two 2-year terms maximum	Case-by-case ²	3 terms	No
Qualifications	Reside or work in the Bayview-Hunters Point community	None required ³	None required ³	Yes
Establishing authority	Administrative Code	Administrative Code	TBD	TBD
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Director of the facility	N/A	Consultative responsibilities only	No
Contract approval authority	Review	N/A	Retain status quo	Yes - Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.



Agenda Item 11

Recreation & Park

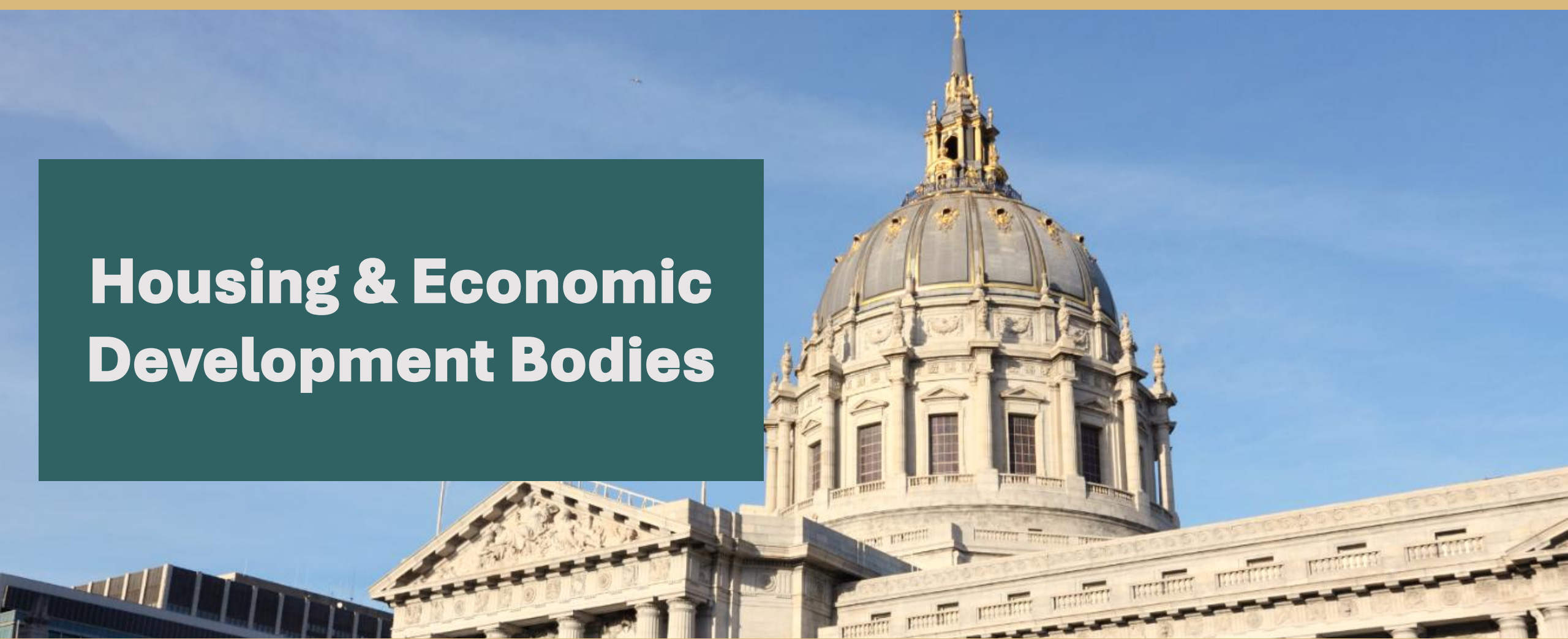
- a) Recreation and Park Commission
- b) Park, Recreation, and Open Space Advisory Committee (PROSAC)
- c) Joint Zoo Committee

Recreation & Park (1 of 2)

	Recreation and Park Commission	Park, Recreation, And Open Space Advisory Committee (PROSAC)
Purpose	Sets policies for the Recreation and Park Department, managing all parks and recreation facilities, and has the authority to lease stadiums and fields for events.	Acts as a liaison between the Recreation and Park Commission and the residents, neighborhood groups, and organizations dedicated to park and recreational issues in their districts
Annual Cost (FY25)	\$897k	\$25k
Current Type	Governance	Advisory
Criteria Outcome	Keep	Consider combining or eliminating (overlapping functions, other public engagement strategies)
Template Alignment	1) Appointees serve at-will 2) Add three term limits 3) Require a written statement of qualifications 4) Remove department head hiring/firing authority	If kept: 1) Remove appointment confirmations 2) Incorporate six term limits 3) Require a written statement specifying why an appointee is qualified 4) Move to Admin. Code from Charter and Park Code 5) Add a three-year sunset date
Exceptions		None
Other	5) Establishing authority: remain in Charter	5) Consider eliminating a requirement to meet in City Hall

Recreation & Park (2 of 2)

	Joint Zoo Committee
Purpose	Hears public testimony regarding major policies affecting the Zoo, including the setting of fees, new animal exhibits, animal acquisition and disposition, land use, and capital and operating budgets
Annual Cost (FY25)	\$2k
Current Type	Advisory
Criteria Outcome	Consider keeping
Template Alignment	1) Add to Administrative Code
Exceptions	2) Term lengths (should be governed by the 'parent' Rec Park and Zoo governance bodies) 3) Sunset date (governed by Management Agreement)
Other	3) Update \$50k limit for capital expenditure approval 4) Clarify undefined animal welfare advisory seats 5) Define clerk role and public meeting requirements 6) Clarify role in enforcing management agreement

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a tall, slender spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the title text in white.

Housing & Economic Development Bodies

Commission Streamlining Task Force

October 1, 2025

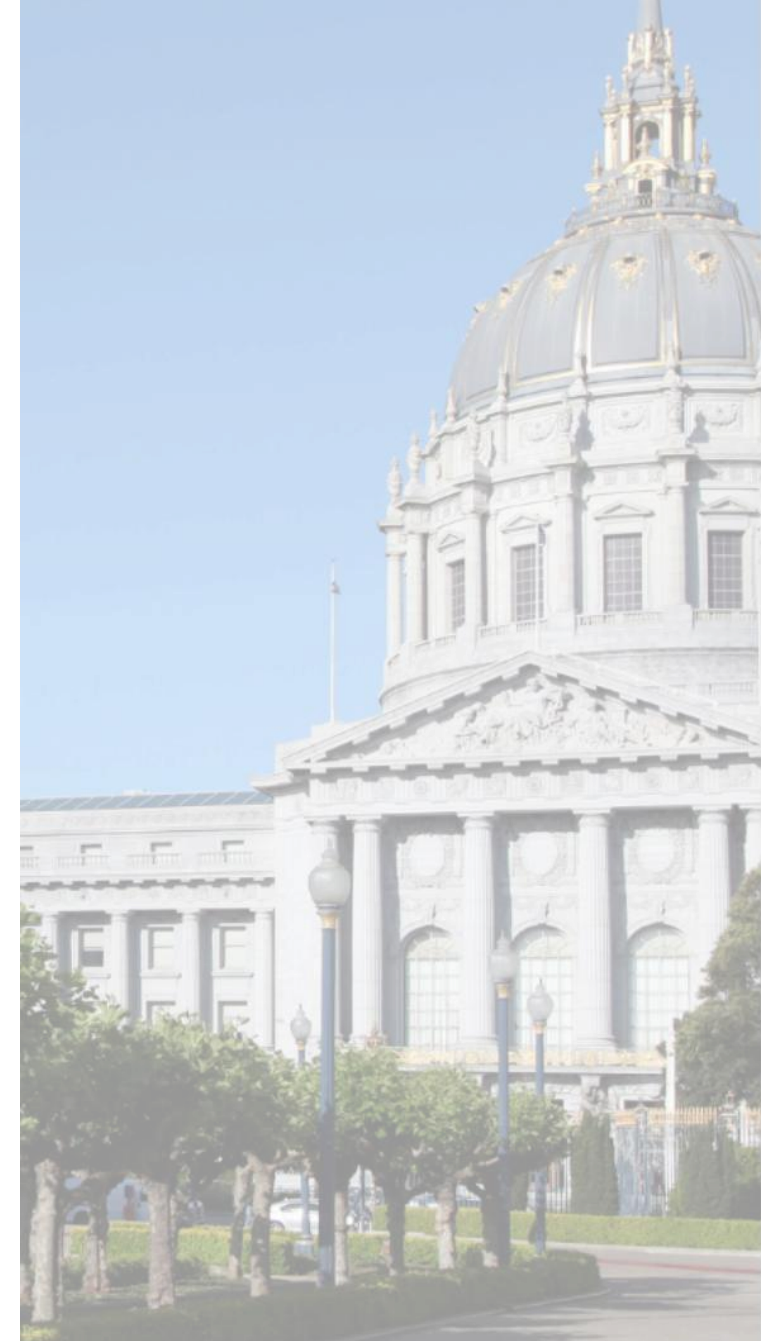


Process and Next Steps

- **Today – November 5:** discuss bodies by policy area. The Task Force may vote to eliminate public bodies
 - Today's meeting will be organized by department
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **By February 1:** approve final report
- **February 4:** review draft legislation
- **February 18:** approve legislation
- **By March 1:** legislation introduced to the Board of Supervisors

Staff Recommendations for Housing and Economic Development Bodies

- **31 Housing and Economic Development policy bodies** identified
- Staff evaluated each of these against the Task Force's evaluation criteria, contacted City departments to gather more information, and considered any public input received
- After further investigation, **staff recommend the Task Force keep 16 and combine or eliminate 15**



How Did We Evaluate Whether to Keep or Eliminate Each Body?

Category		Evaluation Criteria	Outcome if Yes
1	Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
		1B. Does this body fulfil some function required by state or federal law?	Go to 1c
		1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2	Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
		2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3	Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or consolidating
		3B. Could these issues be addressed by applying templates?	Consider modifying
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
		4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
		4C. Could this body reasonably take on the work of others in its policy area?	Keep and consider expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5a
		5B. Could those interests be adequately represented by some other body or City department?	Consider combining or eliminating
If the answer is “no” to all criteria, consider keeping the body.			

What Else Did We Consider?

1. Does this body serve a purpose that is **essential to the effective operation** of City and County government?
2. Does this body **bring in outside expertise** that would otherwise be missing from the City's work on the body's target topic area?
3. Are there **other active pathways for public input** regarding this policy area?
4. If the body fulfills a **function required by state or federal law**, could those functions reasonably be **carried out by City staff or another policy body**?
5. Does the body **struggle to meet quorum**? If so, why? Would issues be resolved by applying a template (e.g., reduce membership)?
6. Could the body **reasonably be combined** with others that cover a similar topic or policy area?
7. Could one or more **overlapping bodies** reasonably be **eliminated**?
8. If this body was **eliminated**, could these interests be adequately represented by City staff or other public bodies with a broader scope and mandate?

Recommended Actions for Housing Bodies

Keep (16)

Airport Commission

Asian Art Commission

Board of Appeals

Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District

Building Inspection Commission

Cannabis Oversight Committee

Committee on City Workforce Alignment

Entertainment Commission

Fine Arts Museums Board of Trustees

Inclusionary Housing Technical Advisory Committee

Library Commission

Planning Commission

Residential Rent Stabilization and Arbitration Board

Small Business Commission (consider expanding scope)

War Memorial Board of Trustees

Workforce Investment Board

Combine or Eliminate (15)

Abatement Appeals Board

Access Appeals Commission

Arts Commission

Bayview Hunters Point Citizens Advisory Committee

Board of Examiners

Citizens Committee on Community Development

Code Advisory Committee

Film Commission

Historic Preservation Commission

Interagency Planning and Implementation Committee (IPIC)

Market and Octavia Community Advisory Committee

SoMa Community Stabilization Fund Community Advisory Committee

South of Market Community Planning Advisory Committee

Street Artists and Craftsmen Examiners Advisory Committee

Structural Advisory Committee



Today's Process

- **Agenda Item 7: Arts & Culture**
- **Agenda Item 8: Building & Permitting**
- **Agenda Item 9: Economic Development**
- **Agenda Item 10: Housing & Community Development**
- **Agenda Item 11: Planning & Land Use**
- **Agenda Item 12: Workforce Development**
- **For each agenda item, we will...**
 - Briefly introduce bodies and recommendations
 - Optional: Task Force member opening statements
 - Public Comment
 - Task Force member discussion and (optional) voting

Agenda Item 7:

Arts & Culture

- a) Arts Commission
- b) Film Commission
- c) Street Artists and Craftsmen Examiners Advisory Committee
- d) Library Commission
- e) War Memorial Board of Trustees
- f) Asian Art Commission
- g) Fine Arts Museums Board of Trustees

Arts & Culture

	Arts Commission
Purpose	Oversees public art, cultural funding, arts programs, and design review of City structures.
Current Type	Governance
Outcome	Combine or eliminate (may combine with other arts-related commissions, recommend the new Arts Agency to perform functions, defer decision-making pending details about new Arts Agency, or eliminate completely)
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template
Exceptions	None
Other	None

Arts Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	15	15 maximum	5-7	Yes – Advisory
Appointing authority	Mayor	N/A	Mayor	Yes – both
Appointment confirmations	None, BOS may reject with 2/3 majority within 30 days.	None	None ¹	Yes- Governance
Member removal	At will	At will	At will	Yes - both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	11 members have specific arts qualifications, 4 do not.	None required ³	None required ³	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Sole authority to appoint and remove	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No role	N/A	No role	Yes - both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Arts & Culture

	Film Commission	Street Artists & Craftsmen Examiners Advisory Committee
Purpose	Promotes filmmaking and supports a wide range of productions	Advises the Arts Commission on the certification of artists to sell their work in designated spaces, including street vending locations citywide
Current Type	Governance	Advisory
Outcome	Combine or eliminate (primary role is advocacy and networking; future uncertain due to merger into new Arts Agency)	Combine or eliminate (invalidated by 2018 state law and superseded by 2020 Public Works program)
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template	None recommended, but if kept: 1) Increase term length from 2 to 3 years 2) Add 4-term limit 3) Move from Police Code to Administrative Code 4) Add a 3-year sunset date
Exceptions	None	None
Other	None	None

Film Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	11	15 maximum	5-7	Yes – Advisory
Appointing authority	Mayor	N/A	Mayor	Yes - Both
Appointment confirmations	None	None	None ¹	Yes – Both
Member removal	At will	At will	At will	Yes - Both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Professional experience in film, arts, media, or related fields	None required ³	None required ³	Yes
Establishing authority	Administrative Code	Administrative Code	TBD	Yes - Advisory
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Firing authority	N/A	Consultative responsibilities only	No
Contract approval authority	Limited	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Arts & Culture

	Library Commission	War Memorial Board of Trustees
Purpose	Sets policy, provides strategic direction, and approves budget for the City's 28 libraries.	Oversees the Opera House, Veterans Building, Davies Symphony Hall, and Zellerbach Rehearsal Hall
Current Type	Governance	Governance
Outcome	Keep	Keep (legally required; special fiduciary responsibility)
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template	1) Appointees serve at will 2) Remove department head hiring/firing authority
Exceptions	None	3) Allow for 11 members rather than 5-7 4) Board retains authority to set term limits; recommend 12-year maximum per template
Other	None	5) TBD: establishing authority (keep in Charter or move to Administrative Code?)

Library Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Governance
Appointment confirmations	None	None	None ¹	Yes – Both
Member removal	At will	At will	At will	Yes – Both
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	None	None required ³	None required ³	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes - Governance
Hiring and firing authority	The Commission may nominate qualified candidates for the role of City Librarian. The Commission may remove the City Librarian on its own initiative.	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes - Both
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No role	No role	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Arts & Culture

	Asian Art Commission	Fine Arts Museums Board of Trustees
Purpose	Oversees the Asian Art Museum and its collections, funding, and cultural programs	Oversees the Fine Arts Museums, ensuring preservation, accessibility, and public cultural programs
Current Type	Governance	Governance
Outcome	Keep (legally required; special fiduciary responsibility)	Keep (legally required; special fiduciary responsibility)
Template Alignment	1) Appointees serve at will	1) Appointees serve at will
Exceptions	2) Keep 27 commissioners (larger than standard 5-7) 3) Commission nominates members; Mayor appoints 4) 3-year terms (aligned with museum industry norms) 5) Commission sets its own term limits (recommend maximum 12 years) 6) Retain authority over museum director hiring/firing	2) Reduce cap from 62 trustees; keep 7+ for fundraising 3) Board nominates, Mayor appoints 4) 3-year terms (aligned with museum industry norms) 5) Commission sets its own term limits (recommend maximum 12 years) 6) Retain authority over museum director hiring/firing
Other	7) Keep in Charter	7) Keep in Charter 8) Align quorum language to other bodies

Agenda Item 8:

Building & Permitting

- a) Building Inspection Commission
- b) Code Advisory Committee
- c) Structural Advisory Committee
- d) Board of Appeals
- e) Board of Examiners
- f) Abatement Appeals Board
- g) Access Appeals Commission

Building & Permitting

	Building Inspection Commission
Purpose	Oversees the Department of Building Inspection, sets policy, hears appeals, and sits as the Abatement Appeals Board.
Current Type	Governance
Outcome	Keep
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template
Exceptions	None
Other	None

Building Inspection Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes - Both
Appointing authority	Mayor (4 seats) and Board of Supervisors President (3 seats)	N/A	Mayor	Yes - Advisory
Appointment confirmations	Yes	None	None ¹	No
Member removal	For cause	At will	At will	No
Term length	2 years	3 years maximum	4 years	No
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Mayor: 2 structural engineers, architects, or residential builders BOS Pres.: 1 residential tenant or employee of a non-profit housing organization	None required ³	None required ³	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Nominates and sole authority to fire DBI Director	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	No role	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Building & Permitting

	Code Advisory Committee	Structural Advisory Committee
Purpose	Advises the Building Inspection Commission on building codes, related rules and regulations, and proposed ordinances that may affect construction permits	Provides independent expert review to the Director of Building Inspection on the design and construction of buildings with special features or special design procedures
Current Type	Advisory	Advisory
Outcome	Combine or eliminate (fold into Building Inspection Commission or Structural Advisory Committee)	Combine with Code Advisory Committee or eliminate (shift to staff/peer review)
Template Alignment	If kept: 1) Reduce from 17 to 15 seats 2) Add 4-term limit 3) Move to Administrative Code from Charter and Building Code 4) Add a 3-year sunset	If kept: 1) Move to Administrative Code from Charter and Building Code 2) Add a 3-year sunset
Exceptions	None	3) No term limit
Other	None	None

Building & Permitting

	Board of Appeals	Board of Examiners
Purpose	Hears and decides appeals of decisions by various commissions, departments, bureaus, agencies, and officers of the City	Reviews and approves new construction materials and methods, considers variances from building code requirements, provides code interpretations, and hears appeals of abatement orders involving construction safety or technical code questions
Current Type	Regulatory	Regulatory
Outcome	Keep; consider expanding scope into a single citywide appeals board	Combine into a single citywide appeals board
Template Alignment	Appeals Board template: 1) Members should be removable for cause ¹ 2) Add 3-term limit 3) Add qualifications	None recommended, but if kept, align with appeals board template: 1) Reduce from 13 to 7 seats 2) Members should be removable for cause ¹ 3) Increase term length from 3 to 4 years 4) Add 3-term limit
Exceptions		
Other	4) Keep in Charter	5) TBD: establishing authority (keep in Charter or move to Administrative Code?)

1. TF will define Appeals Board removal thresholds at a later date

Building & Permitting

	Abatement Appeals Board	Access Appeals Commission
Purpose	Hears and decides appeals when property owners challenge Department of Building Inspection (DBI) actions, such as orders to fix unresolved building code violations or disputed final assessment bills. DBI's governing body, the Building Inspection Commission, sits as the AAB.	Conducts hearings on the Department of Building Inspection's (DBI) interpretations of disability access regulations and enforcement. Legally required under state law.
Current Type	Regulatory	Regulatory
Outcome	Combine into a single citywide appeals board	Combine into Board of Appeals, with a dedicated subcommittee to meet state disability access requirements
Template Alignment	None recommended, but if kept, align with appeals board template: 1) Members should be removable for cause ¹	None recommended, but if kept, align with appeals board template: 1) Members should be removable for cause ¹ 2) Add 3-term limit
Exceptions	2) Term lengths and limits should be governed by the Building Inspection Commission	None
Other	3) TBD: establishing authority (keep in Charter and Building Code or move to Administrative Code?)	3) TBD: establishing authority (keep in Charter and Building Code or move to Administrative Code?)

1. TF will define Appeals Board removal thresholds at a later date

Agenda Item 9:

Economic Development

- a) Airport Commission
- b) Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District
- c) Small Business Commission
- d) Entertainment Commission
- e) Cannabis Oversight Committee

Economic Development

	Airport Commission
Purpose	Oversees the construction, management, supervision, maintenance, extension, operation, use and control of all Airport property, as well as the assets under the Commission's jurisdiction
Current Type	Governance
Outcome	Keep
Template Alignment	1) Add 3-term limit 2) Remove department head hiring/firing authority 3) Require statement of qualifications
Exceptions	4) Retain for cause removal and ability for voters to recall an appointee¹
Other	5) TBD: establishing authority (keep in Charter or move to Administrative Code?)

1. TF may want to allow exceptions for political protection/insulation

Economic Development

	Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District	Small Business Commission
Purpose	Responsible for preparing and overseeing a financing plan that directs certain property tax revenues toward major commercial-to-residential conversions and other projects that support downtown's recovery.	Oversees the Office of Small Business. Makes recommendations to the Mayor, Board of Supervisors, and City departments regarding laws and policies that affect small businesses. Reviews and approves Legacy Business Registry applications.
Current Type	Other	Governance
Outcome	Keep (legally necessary for the City to pursue downtown revitalization activities)	Keep
Template Alignment	No changes recommended – Task Force could discuss alignment to Governance or Advisory template	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template
Exceptions	None	None
Other	None	None

Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – both
Appointing authority	President of the Board of Supervisors (3 seats) and the Board of Supervisors (2 seats)	N/A	Mayor	Yes - Advisory
Appointment confirmations	None	None	None ¹	Yes - both
Member removal	At will	At will	At will	Yes - both
Term length	4 years	3 years maximum	4 years	Yes - Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	BOS President: 3 members of the Board of Supervisors BOS: 2 members of the public	None required ³	None required ³	Yes - both
Establishing authority	Administrative Code	Administrative Code	TBD	Yes - Advisory
Sunset date	Once the District stops receiving property tax revenue	3 years	None	No
Hiring and firing authority	No	N/A	Consultative responsibilities only	Yes - Advisory
Contract approval authority	No	N/A	Retain status quo	Yes - Advisory
Budget approval authority	No	N/A	Yes	Yes - Advisory
Employee discipline authority	No	No role	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Small Business Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes
Appointing authority	Mayor, Board of Supervisors	N/A	Mayor	No
Appointment confirmations	None	None	None ¹	Yes
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Yes	None required ³	None required ³	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes - Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	No	N/A	Retain status quo	Yes
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	No role	No role	Yes

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Economic Development

	Entertainment Commission	Cannabis Oversight Committee
Purpose	Coordinates planning and permitting for events and venues throughout the City, manages and mediates venue and residential relations, and promotes venues and events for economic and cultural enrichment	Advises the Board of Supervisors (BOS) and Mayor on the implementation and enforcement of cannabis laws and regulations
Current Type	Regulatory	Advisory
Outcome	Keep; potentially assign appellate functions to the Board of Appeals	Keep
Template Alignment	No recommendations issued – Task Force to discuss alignment to Governance or Advisory template	1) Reduce from 16 to 15 seats
Exceptions	None	None
Other	None	None

Entertainment Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor (4 seats); Board of Supervisors (3 seats)	N/A	Mayor	Yes – Advisory
Appointment confirmations	Mayoral appointments subject to BOS approval w/ a public hearing and vote within 60 days	None	None ¹	No
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Neighborhoods, entertainment, urban planning, law enforcement, and public health	None required ³	None required ³	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	N/A	N/A	Retain status quo	Yes - Both
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	None	No role	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Agenda Item 10: Housing & Community Development

- a) Citizens Committee on Community Development
- b) Inclusionary Housing Technical Advisory Committee
- c) Residential Rent Stabilization and Arbitration Board
- d) SoMa Community Stabilization Fund Community Advisory Committee

Housing & Community Development

	Citizens Committee on Community Development	Inclusionary Housing Technical Advisory Committee
Purpose	Makes recommendations to the Mayor and Board of Supervisors on United States Department of Housing and Urban Development (HUD) funding allocations and policy matters that are directly related to community development efforts in the City	Reviews the City's regular study of affordable housing requirements to make sure they are financially realistic. Advises City officials on whether developers can meet these obligations while still building new housing
Current Type	Advisory	Advisory
Outcome	Combine or eliminate (HUD participation requirements can be met through alternative public processes)	Keep
Template Alignment	If kept: 1) Appointees serve at will 2) Increase term length from 2 to 3 years 3) Add 4-term limit 4) Add 3-year sunset	1) Add 3-year term length 2) Add 4-term limit
Exceptions	None	3) Do not apply a sunset date
Other	None	4) Clarify codified meeting cadence

Housing & Community Development

	Residential Rent Stabilization and Arbitration Board	SoMa Community Stabilization Fund Community Advisory Committee
Purpose	Implements and administers the City's residential rent control ordinance by enacting policies, rules, and regulations as needed. Considers appeals of decisions issued by the Rent Board's Administrative Law Judges. Determines the interest rate on residential security deposits	Makes recommendations on funding priorities for cultural preservation, community improvements, public investments, affordable housing, and jobs-housing linkage programs. Monitors implementation of area plans.
Current Type	Regulatory	Advisory
Outcome	Keep; potentially assign appellate functions to the Board of Appeals	Combine with SoMa CPAC or eliminate (29% vacancy rate and limited future funding)
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or appeals template	If kept: 1) Reduce from 7 to 5 seats 2) Reduce term length from 4 to 3 years 3) Modify to sunset in 3 years
Exceptions	None	None
Other	None	None

Rent Board

Template component	Current State	Appeals Board Template	Governance Commission Template	Currently Aligned?
Number of Members	5	3-7	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes - Governance
Appointment confirmations	None	N/A	None ¹	Yes – Governance
Member removal	At will	Members are “removeable” - removal is not at will but is at a lower threshold than for cause removals. Details TBD.	At will	Yes - Governance
Term length	4 years	4 years	4 years	Yes – Both
Term limits	None	3 terms	3 terms	No – assign term limits
Qualifications	Yes	Qualifications required; determined by authorizing legislation	None required ²	Yes – Both
Establishing authority	Administrative Code	TBD	TBD	No – Task Force to discuss
Sunset date	None	None; Evaluate workload/purpose every 5 years.	None	Yes – Both
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No – Task Force to discuss
Contract approval authority	No	N/A	Retain status quo	Yes – Both
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes – Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. Not required to have specific qualifications. However, if there are If no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Agenda Item 11:

Planning & Land Use

- a) Planning Commission
- b) Historic Preservation Commission
- c) Bayview Hunters Point Citizens Advisory Committee
- d) South of Market Community Planning Advisory Committee
- e) Market and Octavia Community Advisory Committee
- f) Interagency Planning and Implementation Committee

Planning & Land Use

	Planning Commission	Historic Preservation Commission
Purpose	Oversees the Planning Department, reviews Planning Code and General Plan changes, and approves most permits.	Advises the city on landmark and historic district designations. Reviews and approves changes to designated historic buildings and districts, including major alterations and agreements that encourage the preservation and rehabilitation of historic properties
Current Type	Governance (with Regulatory functions)	Regulatory
Outcome	Keep	Combine with Planning Commission or eliminate (functions handled by staff)
Template Alignment	1) Mayoral appointments without Board of Supervisors confirmation 2) Appointees serve at will 3) Add 3-term limits 4) Remove department head hiring/firing authority	If kept: 1) No appointment confirmations 2) Appointees serve at will 3) Reduce from 4- to 3-year terms 4) Add 4-term limits 5) Modify seat requirements 6) Add a 3-year sunset date
Exceptions	None	None
Other	5) Keep in charter 6) Clarify scope with department and City Attorney's Office	7) Move from Charter to Administrative Code

Historic Preservation Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Both
Appointment confirmations	BOS	None	None ¹	No
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Yes	None required ³	None required ³	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	No	N/A	Consultative responsibilities only	Yes - Advisory
Contract approval authority	No	N/A	Retain status quo	Yes – Both
Budget approval authority	No	N/A	Yes	Yes – Advisory
Employee discipline authority	No	No role	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Planning & Land Use

	Bayview Hunters Point Citizens Advisory Committee	South of Market Community Planning Advisory Committee
Purpose	Advises on planning and land use policy for Zone 2 and Survey Area C of the Bayview Hunters Point Redevelopment Project Area	Reviews development proposals, recommends priorities for public improvements funded through impact fees and community facilities districts, and helps monitor implementation of the SoMa area plans.
Current Type	Advisory	Advisory
Outcome	Eliminate (50% vacancy rate)	Combine with SoMa Stabilization Fund CAC or eliminate (36% vacancy rate)
Template Alignment	If kept: 1) Add 6-term limit 2) Add a 3-year sunset	If kept: 1) Add 4-term limit 2) Modify to sunset in 3 years
Exceptions	None	None
Other	3) Consider reducing from 12 seats to address vacancies 4) Remove City Administrator as an appointing authority	3) Consider reducing from 11 seats to address vacancies

Planning & Land Use

	Market and Octavia Community Advisory Committee	Interagency Planning and Implementation Committee
Purpose	Provides advice to the Planning Director, the Interagency Plan Implementation Committee, the Planning Commission, and the Board of Supervisors regarding implementation of the Market/Octavia Area Plan and the plan's community improvements	Coordinates across City agencies to prioritize expenditure of developer impact fee funding for infrastructure and public improvements needed to support growth enabled by specific area plans
Current Type	Advisory	Staff Working Group
Outcome	Combine or eliminate (sunset legislation is pending at BOS)	Eliminate from Code; continue as staff working group with public reporting
Template Alignment	If kept, advisory template: 1) Add 4-term limit 2) Move to Administrative Code from Planning Code 3) Add 3-year sunset	If kept, advisory template: 1) Add a 3-year sunset
Exceptions	None	2) Term lengths and term limits, which aren't applicable to a staff working group
Other	None	None

Agenda Item 11:

Workforce Development

- a) Committee on City Workforce Alignment
- b) Workforce Investment Board

Workforce Development

	Committee on City Workforce Alignment	Workforce Investment Board
Purpose	Brings together City department heads, nonprofit executives, and labor leaders to better coordinate workforce development services across City departments and increase service effectiveness	Oversees workforce development strategies and receives and manages federal funding through the Workforce Innovation and Opportunity Act (WIOA)
Current Type	Staff Working Group and Advisory Committee hybrid	Advisory
Outcome	Keep	Keep (legally required)
Template Alignment	1) Reduce from 17 to 15 seats 2) Incorporate 4-term limit for public seats 3) Add a 3-year sunset	1) Reduce from 28 to 17 seats 2) Remove Board of Supervisors appointment confirmations of Mayoral appointees 3) Add 6-term limit
Exceptions	None	4) Do not apply a sunset date
Other	None	5) TBD: Member removal

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a tall, slender spire. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the title text in white.

Public Health & Wellbeing Bodies

Commission Streamlining Task Force

October 15, 2025

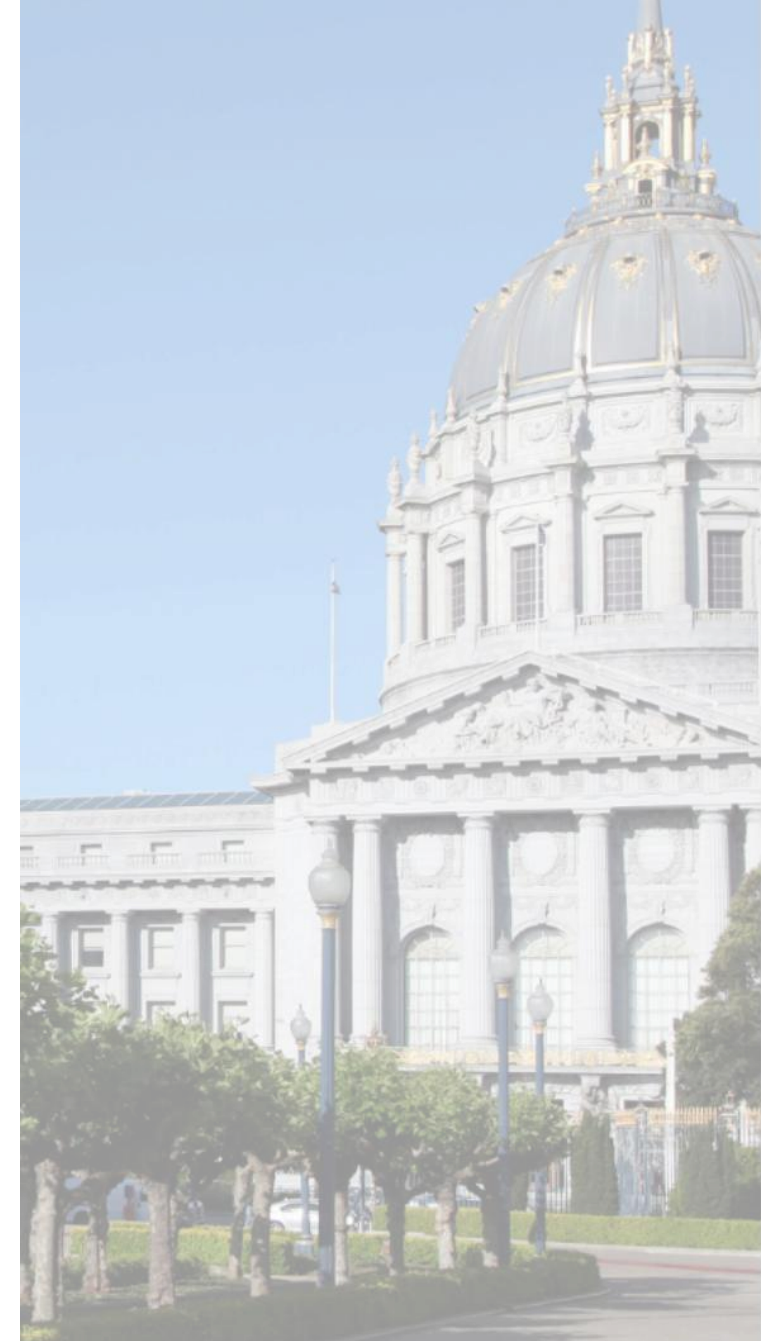


Process and Next Steps

- **Today – November 5:** discuss bodies by policy area. The Task Force may vote to eliminate public bodies
 - Today's meeting will be organized by department
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **By February 1:** approve final report
- **February 4:** review draft legislation
- **February 18:** approve legislation
- **By March 1:** legislation introduced to the Board of Supervisors

Staff Recommendations for Public Health and Wellbeing Bodies

- **30 Public Health and Wellbeing policy bodies** identified
- Staff evaluated each of these against the Task Force's evaluation criteria, contacted City departments to gather more information, and considered any public input received
- After further investigation, **staff recommend the Task Force keep up to 17 and combine or eliminate up to 16**



How Did We Evaluate Whether to Keep or Eliminate Each Body?

Category		Evaluation Criteria	Outcome if Yes
1	Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
		1B. Does this body fulfil some function required by state or federal law?	Go to 1c
		1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2	Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
		2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3	Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or consolidating
		3B. Could these issues be addressed by applying templates?	Consider modifying
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
		4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
		4C. Could this body reasonably take on the work of others in its policy area?	Keep and consider expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5a
		5B. Could those interests be adequately represented by some other body or City department?	Consider combining or eliminating

If the answer is “no” to all criteria, consider keeping the body.

What Else Did We Consider?

1. Does this body serve a purpose that is **essential to the effective operation** of City and County government?
2. Does this body **bring in outside expertise** that would otherwise be missing from the City's work on the body's target topic area?
3. Are there **other active pathways for public input** regarding this policy area?
4. If the body fulfills a **function required by state or federal law**, could those functions reasonably be **carried out by City staff or another policy body**?
5. Does the body **struggle to meet quorum**? If so, why? Would issues be resolved by applying a template (e.g., reduce membership)?
6. Could the body **reasonably be combined** with others that cover a similar topic or policy area?
7. Could one or more **overlapping bodies** reasonably be **eliminated**?
8. If this body was **eliminated**, could these interests be adequately represented by City staff or other public bodies with a broader scope and mandate?

Recommended Actions for Public Health & Wellbeing Bodies

Keep (14)

Advisory Council to the Disability and Aging Services Commission
Behavioral Health Commission
Child Care Planning and Advisory Council
Children and Families First Commission
Commission on the Status of Women
Family Violence Council
Free City College Oversight Committee
Health Commission
Human Rights Commission
Immigrant Rights Commission
In-Home Supportive Services Public Authority Governing Board
LGBTQI+ Advisory Committee
Veterans' Affairs Commission
Youth Commission

Keep or Combine (3)

Children, Youth and Their Families Oversight and Advisory Committee
Disability and Aging Services Commission
Human Services Commission

Combine or Eliminate (8)

Dignity Fund Oversight and Advisory Committee
Dignity Fund Service Providers Working Group
Early Childhood Community Oversight and Advisory Committee
Food Security Task Force
Homelessness Oversight Commission
Local Homeless Coordinating Board
Our City, Our Home Oversight Committee
Shelter Monitoring Committee

Eliminate (5)

Long Term Care Coordinating Council
Our Children, Our Families Council
Service Provider Working Group
Shelter Grievance Advisory Committee
Sugary Drinks Distributor Tax Advisory Committee



Today's Process

- **Agenda Item 5: Children and Youth**
- **Agenda Item 6: Human Services (includes Disability and Aging)**
- **Agenda Item 7: Homelessness – no earlier than 3:30pm**
- **Agenda Item 8: Human Rights – no earlier than 5pm**
- **Agenda Item 9: Community Health**
- **For each agenda item, we will...**
 - Briefly introduce bodies and recommendations
 - Optional: Task Force member opening statements
 - Public Comment
 - Task Force member discussion and (optional) voting

Agenda Item 5:

Children and Youth

- a) Child Care Planning and Advisory Council
- b) Children and Families First Commission
- c) Early Childhood Community Oversight and Advisory Committee
- d) Children, Youth and Their Families Oversight and Advisory Committee
- e) Our Children, Our Families Council
- f) Service Provider Working Group
- g) Free City College Oversight Committee
- h) Youth Commission

Children and Youth Introduction

Children & Youth Governance Structure

- **35 years of growth:** Complex governance shaped by state mandates + local funding initiatives
- **1990s origins:** Required bodies like CPAC and Children & Families First Commission
- **Expansion:** New bodies created to oversee funding streams and departments
- **Current reality:** A system that reflects evolving needs/legal mandates, not a single design

Today

- **Department of Early Childhood (DEC)** → prenatal to age 5
- **Department of Children, Youth & Their Families (DCYF)** → ages 5 to 24
- Each department administers **three oversight/advisory bodies** with related but distinct roles

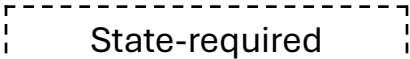
Structural Context: Children & Youth Bodies

Legend

Charter

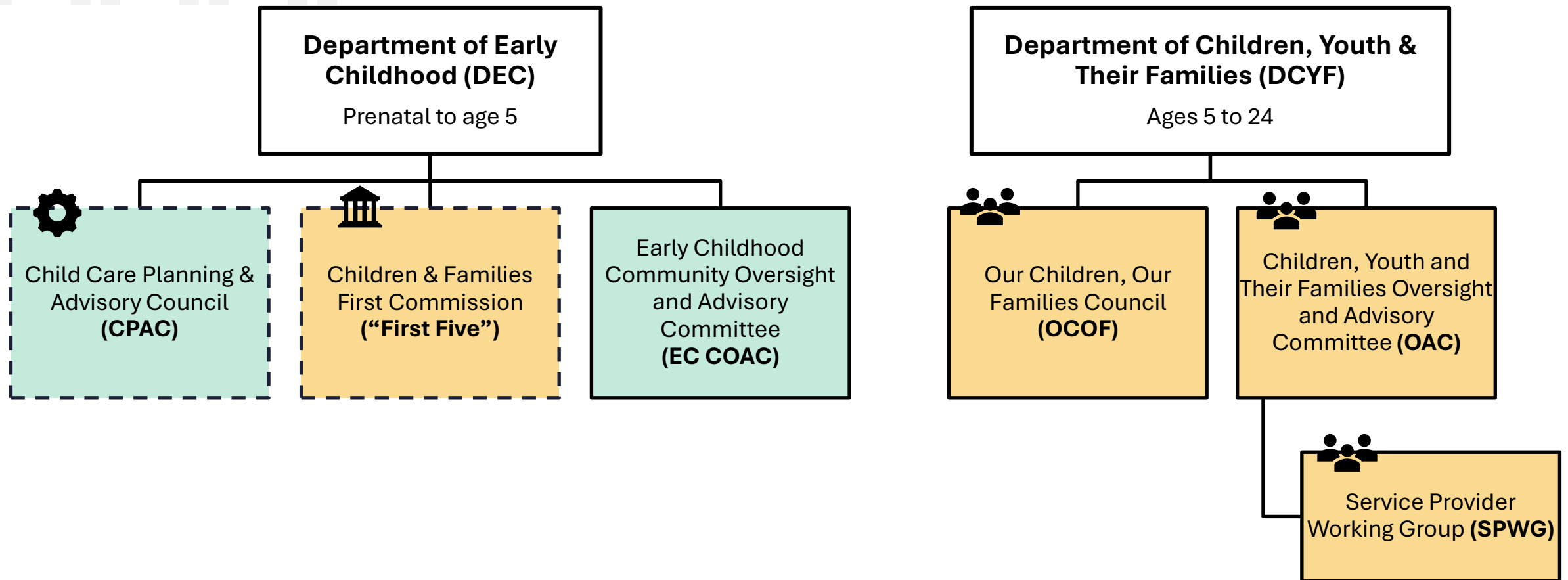
Code

 Voter-approved

 State-required

 Body

 Function



Children and Youth Streamlining Opportunities

Department of Early Childhood (DEC) Prenatal to age 5	Department of Children, Youth & Their Families (DCYF) Ages 5 to 24
Children & Families First Commission • Must be kept (state-mandated to oversee Prop 10 funds) • Serves as de facto governance body	Our Children, Our Families Council (OCOF) • Eliminate due to inactivity • Functions absorbed by DCYF staff and/or passive mtg body
Child Care Planning & Advisory Council (CPAC) • Must be kept (state law is prescriptive; any replacement would look the same)	Service Provider Working Group (SPWG) • Is not operating as a Brown Act body • Bring into compliance or remove from Charter and reconstitute as a passive meeting body by DCYF
Oversight & Advisory Committees	
Early Childhood Community Oversight and Advisory Committee (EC COAC)	Children, Youth and Their Families Oversight and Advisory Committee (DCYF OAC)
• <i>Option 1:</i> Combine into single body for all children's services (challenging due to separate departments/funding)	
• <i>Option 3:</i> Eliminate EC COAC (completely overlaps with Children & Families First Commission)	• <i>Option 2:</i> Keep (valuable oversight of grant portfolio)

Children and Youth

	Child Care Planning and Advisory Council	Children and Families First Commission
Department	Department of Early Childhood (DEC) - prenatal to age 5	Department of Early Childhood (DEC) - prenatal to age 5
Purpose	Creates and drives the child care and early education agenda to meet the needs of children birth to age 12 and their families in San Francisco	Promotes, supports, and improves the early development of children from the prenatal stage to five years of age and guides the local use of Proposition 10 funds
Current Type	Advisory (in Code)	Other (in Charter)
Criteria Outcome	Keep (fulfills a legal mandate from the State, and transferring functions to another body would be inefficient)	Keep (legally required)
Template Alignment	1) Reduce from 25 to 15 members	1) Add 3-term limit for public members
Exceptions	2) Do not add a sunset date	2) Keep 9 seats, rather than reducing to 7 3) Maintain split appointments 4) Maintain BOS confirmation of Mayoral nominee
Other	3) Remove outdated code references to DCYF providing administrative support	5) TBD: establishing authority (keep in Charter or move to Administrative Code?)

Children and Youth

	Early Childhood Community Oversight and Advisory Committee (EC COAC)	Children, Youth and Their Families Oversight and Advisory Committee (DCYF OAC)
Department	Department of Early Childhood (DEC) - prenatal to age 5	Dept of Children, Youth & Their Families (DCYF) - ages 5- 24
Purpose	Advises the Department of Early Childhood (DEC) on providing early care and education for children five years old and younger	Provides a forum for community members and service providers to discuss decisions regarding the Children and Youth Fund. Gives advice to the Department of Children, Youth, and Their Families (DCYF)
Current Type	Advisory (in Code)	Governance (in Charter)
Criteria Outcome	Combine or Eliminate	Keep or Combine
Template Alignment	If kept: 1) Add a 3-year sunset	No recommendations issued – Task Force to discuss alignment to governance or advisory template
Exceptions	None	None
Other	None	None

Children, Youth & Their Families Oversight and Advisory Committee

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	11	15 maximum	5-7	Yes - Advisory
Appointing authority	Mayor (6 seats), Board of Supervisors (5 seats)	N/A	Mayor	Yes - Advisory
Appointment confirmations	BOS may hold a hearing on each Mayoral appointee	None	None ¹	No
Member removal	At will	At will	At will	Yes - Both
Term length	2 years	3 years maximum	4 years	Yes - Advisory
Term limits	2 consecutive terms	Case-by-case ²	3 terms	Yes - Advisory
Qualifications	Seats reserved for youth, parents, and people with experience providing children's services	None required ³	None required ³	Yes - Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Consultative responsibilities only	N/A	Consultative responsibilities only	Yes – Governance
Contract approval authority	No	N/A	Retain status quo	Yes – Both
Budget approval authority	Yes	N/A	Yes	Yes - Governance
Employee discipline authority	No	N/A	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Children and Youth

	Our Children, Our Families Council (OCOF)	Service Provider Working Group (SPWG)
Department	Dept of Children, Youth & Their Families (DCYF) - ages 5- 24	Dept of Children, Youth & Their Families (DCYF) - ages 5- 24
Purpose	Aims to align city, school district, and community efforts to improve outcomes for children, youth, and families	Advises the Oversight and Advisory Committee (OAC) of the Department of Children, Youth and Their Families (DCYF) on funding priorities, policy development, and other concerns related to the Children and Youth Fund
Current Type	Advisory (in Charter)	Advisory (in Charter)
Criteria Outcome	Eliminate (inactive for 5+ years)	Eliminate (convert to a passive meeting body)
Template Alignment	If kept: 1) Reduce from 40 to 15 seats 2) Add 3-year terms 3) Add 4-term limit 4) Remove from Charter 5) Add a 3-year sunset	If kept: 1) Reduce from 295 members to 15 seats 2) Define removals as at-will 3) Add 3-year terms 4) Add 4-term limit 5) Remove from Charter 6) Add a 3-year sunset
Exceptions	None	None
Other	None	None

Children and Youth

	Free City College Oversight Committee	Youth Commission
Department	Dept of Children, Youth & Their Families (DCYF) - ages 5- 24	Board of Supervisors
Purpose	Provides advice and recommendations to the City and City College regarding the implementation of the Memorandum of Understanding (MOU) governing the Free City College program	Advises the Board of Supervisors and Mayor on policies and laws related to young people and provides comment and recommendation on all proposed laws that primarily impact youth before the Board of Supervisors take final action
Current Type	Advisory (in Code)	Advisory (in Charter)
Criteria Outcome	Keep	Keep
Template Alignment	1) Add 3-year term length for public members 2) Add 4-term limit for public members	1) Reduce from 17 to 15 seats 2) Add 2-term limit 3) Move from Charter to Admin. Code 4) Add 3-year sunset
Exceptions	None	None
Other	None	5) Remove prohibition on stipends

Agenda Item 6:

Human Services

- a) Human Services Commission
- b) Disability and Aging Services Commission
- c) Advisory Council to the Disability and Aging Services Commission
- d) Dignity Fund Oversight and Advisory Committee
- e) Dignity Fund Service Providers Working Group
- f) In-Home Supportive Services Public Authority Governing Board
- g) Long Term Care Coordinating Council
- h) Veterans Affairs Commission

Structural Context: Human Services Agency Bodies

Legend

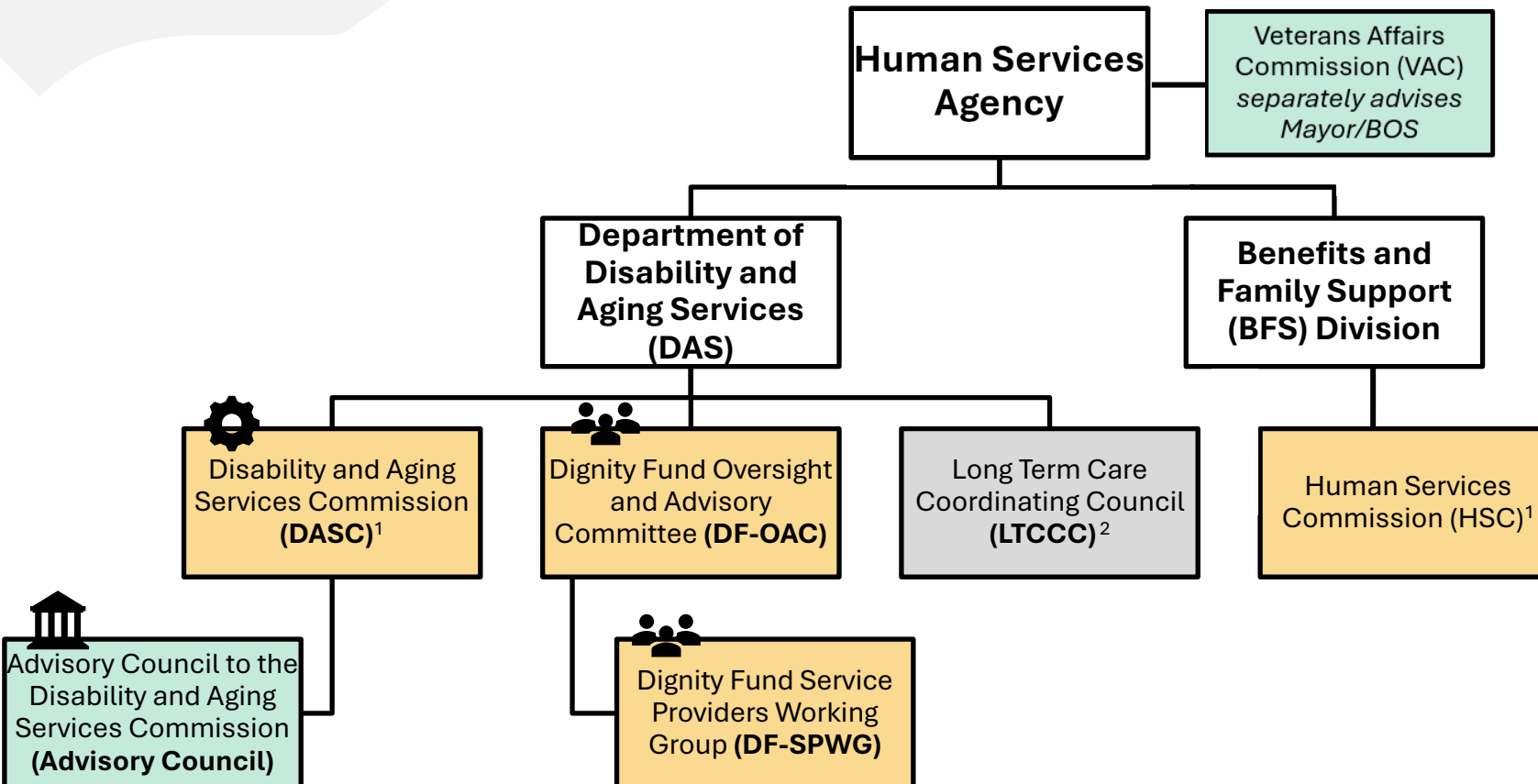
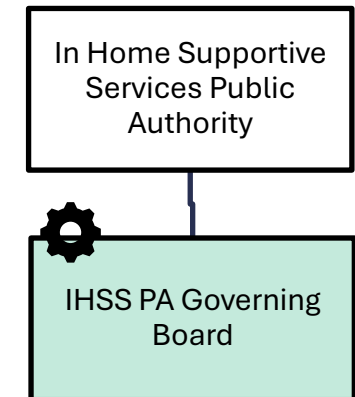
Charter Code

 Voter-approved

State-required

 Body

 Function



1. Governance bodies are shown below departments/divisions for visual ease
2. The LTCC is established in neither Charter nor Code

Human Services

	Human Services Commission	Disability and Aging Services Commission
Purpose	Oversees the Human Services Agency's Department of Benefits and Family Support, which plans and administers programs to meet basic human needs and ensure protection of the most vulnerable, including through public assistance, employment services, and child welfare programs	Serves as the governing body of the Human Services Agency's Department of Disability and Aging Services (DAS), which oversees policy for older adults and adults with disabilities. Acts as the state-required oversight body for the City's Area Agency on Aging (AAA).
Current Type	Governance (in Charter)	Governance (in Charter)
Criteria Outcome	Keep or combine	Keep (fulfills legal requirement) or combine
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template	1) Appointees serve at will 2) Add 3-term limit 3) Remove department head hiring/firing authority
Exceptions	None	None
Other	None	4) TBD: establishing authority (keep in Charter or move to Administrative Code?) 5) Clarify role of DAS, DASC, and the

Human Services Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	5	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Both
Appointment confirmations	None	None	None ¹	Yes – Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	None required	None required ³	None required ³	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	May nominate candidates for Executive Director of BFS, who is appointed by the Mayor and can be removed by the commission.	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)
2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).
3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Human Services - Disability and Aging

	Advisory Council to the Disability and Aging Services Commission	Dignity Fund Oversight and Advisory Committee
Purpose	Advises the Disability and Aging Services Commission on all matters relating to the development, administration, and operations of the state-required Area Plan	Participates in administering the Dignity Fund, which helps seniors and adults with disabilities secure necessary services to age in their own homes and communities
Current Type	Advisory (in Code)	Advisory (in Charter)
Criteria Outcome	Keep (legally required)	Combine or eliminate (allow Advisory Council to DASC absorb functions)
Template Alignment	If kept: 1) Reduce from 22 to 15 seats 2) Increase from 2- to 3-year term (or 4-year¹) 3) Add 4-term limit	If kept: 1) Remove BOS ability to reject Mayoral appointees 2) Increase from 2- to 3-year term 3) Add 4-term limit 4) Remove from Charter 5) Modify to sunset in 3 years
Exceptions	4) No sunset date	
Other	5) Clarify name in Code 6) Modify appointing authority¹ 7) Update seat requirements/qualifications¹ 8) Specify minimum number of meetings to discuss Dignity Fund per year¹ 9) Clarify that the body advises DAS the department, not DAS the commission	

1. If these two advisory bodies are merged

Human Services - Disability and Aging

	Dignity Fund Service Providers Working Group (SPWG)	Long Term Care Coordinating Council (LTCCC)
Purpose	Advises the Dignity Fund Oversight and Advisory Committee on the Dignity Fund. Includes a broad cross-section of service providers that actively provide services to older adults, adults with disabilities, and their caregivers	Advises the Mayor and city on policy, planning, and service delivery issues for older adults and people with disabilities
Current Type	Advisory (in Charter)	Advisory (not established in Charter or Code but referenced in both)
Criteria Outcome	Combine or eliminate	Eliminate (inactive)
Template Alignment	If kept: 1) Define membership/seats 2) Add 3-year term 3) Add 4-term limit 4) Remove from Charter 5) Modify to sunset in 3 years	None
Exceptions	None	None
Other	None	1) Specify alternatives for DF-OAC appointments (if kept) 2) Remove reference to reviewing draft documents and providing input to DAS

Human Services

	In-Home Supportive Services Public Authority Governing Board	Veterans Affairs Commission
Purpose	Ensures the delivery of in-home supportive services (IHSS) for older adults and persons with disabilities. The PA is a “corporate public body” that performs its own government functions, separate and distinct from the City and County.	Advises on issues affecting U.S. military veterans living in San Francisco and coordinates economic development, health care, and social services programs to address their needs.
Current Type	Other (in Code)	Advisory (in Code)
Criteria Outcome	Keep (fulfills a legal requirement and alternative means of compliance are unnecessary)	Keep
Template Alignment	1) Reduce from 13 to 7 members 2) Increase from 3- to 4-year term	1) Reduce term length from 4 to 3 years 2) Add 4-term limit 3) Add 3-year sunset
Exceptions	3) Maintain BOS as sole appointing authority, since body is a County function 4) Maintain authority to hire/fire the Executive Director of the Public Authority	
Other	None	4) Rename 5) Remove requirement that two members must be women 6) Remove reporting requirement

Agenda Item 7:

Homelessness

- a) Homelessness Oversight Commission
- b) Local Homeless Coordinating Board
- c) Our City, Our Home Oversight Committee
- d) Shelter Monitoring Committee
- e) Shelter Grievance Advisory Committee

Structural Context: Homelessness Bodies

Legend

Charter

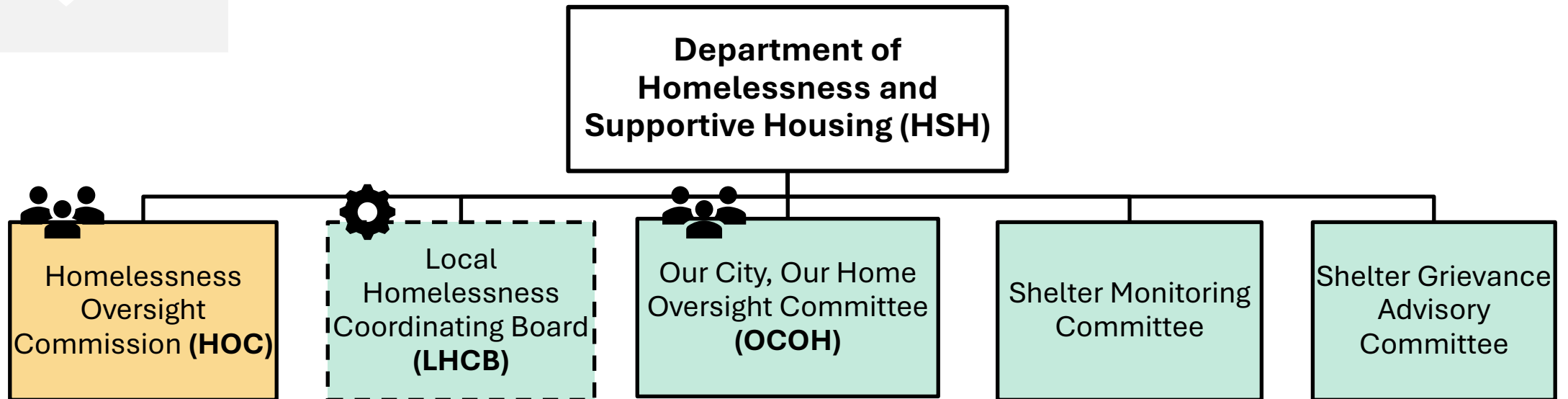
Code

 Voter-approved

 State-required

 Body

 Function



Homelessness

	Homeless Oversight Commission (HOC)	Local Homelessness Coordinating Board (LHCB)	Shelter Grievance Advisory Committee	Shelter Monitoring Committee	Our City, Our Home Committee (OCOH)
Option 1	Keep as governance; take on role of CoC board	Eliminate; HOC absorbs functions of a CoC board	Eliminate; staff will present to HOC on grievance data and continue to make grievance data available online	Eliminate; HOC may include a shelter oversight subcommittee	Eliminate; HOC and the Health Commission integrate decisions on HSH and DPH’s portions of Prop C funding into overall budget processes.
Option 3	Keep as advisory; take on role of CoC board				
Option 2	Keep as governance	Eliminate or combine – keep one advisory body to serve as CoC board			

Homelessness

	Homelessness Oversight Commission	Local Homeless Coordinating Board
Purpose	Oversees the Department of Homelessness and Supportive Housing. Manages and directs housing, programs, and services for persons experiencing homelessness in the City, including street outreach, homeless shelters, transitional housing, homeless prevention, and permanent supportive housing	Serves as the Continuum of Care federal funding governing body and advises the Homelessness Oversight Commission on issues relating to the City's participation in the Continuum of Care program
Current Type	Governance (in Charter)	Advisory (in Code)
Criteria Outcome	Combine or eliminate	Combine or eliminate
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template	If kept: 1) Add 3-term limit
Exceptions	None	2) Maintain 4-year term 3) Do not add a sunset date
Other	None	None

Homelessness Oversight Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Governance
Appointing authority	Mayor (4 seats) and Board of Supervisors (3 seats)	N/A	Mayor	No
Appointment confirmations	BOS confirmations for Mayoral appointees	None	None ¹	No
Member removal	At will	At will	At will	Yes
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Specific qualifications for each seat	None required ³	None required ³	Yes
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes – nominate candidates for and fire director	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes - both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Homelessness

	Shelter Grievance Advisory Committee	Shelter Monitoring Committee
Purpose	Receives and reviews reports relating to the City's Shelter Grievance Policy and complaints regarding the enforcement of shelter rules	Documents conditions of shelters and resource centers to improve the health, safety, and treatment of residents, clients, and staff
Current Type	Advisory (in Code)	Advisory (in Code)
Criteria Outcome	Eliminate (nearly borderline inactive)	Combine or eliminate
Template Alignment	If kept: 1) Decrease from 4- to 3-year term 2) Add 4-term limit 3) Modify to sunset in 3 years	If kept: 1) Increase from 2- to 3-year term 2) Add 4-term limit
Exceptions	None	None
Other	None	None

Homelessness

	Our City, Our Home Oversight Committee
Purpose	Advises on the allocation of the Our City, Our Home fund, directed at homelessness and financed by Proposition C, the Homelessness Gross Receipts Tax Ordinance
Current Type	Advisory (in Code- voter-approved)
Criteria Outcome	Combine or eliminate
Template Alignment	If kept: 1) Increase from 2- to 3-year term 2) Add 4-term limit 3) Add 3-year sunset date
Exceptions	None
Other	None

Agenda Item 8:

Human Rights

- a) Human Rights Commission
- b) LGBTQI+ Advisory Committee
- c) Commission on the Status of Women
- d) Immigrant Rights Commission
- e) Family Violence Council

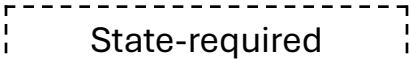
Structural Context: Human Rights Bodies

Legend

Charter

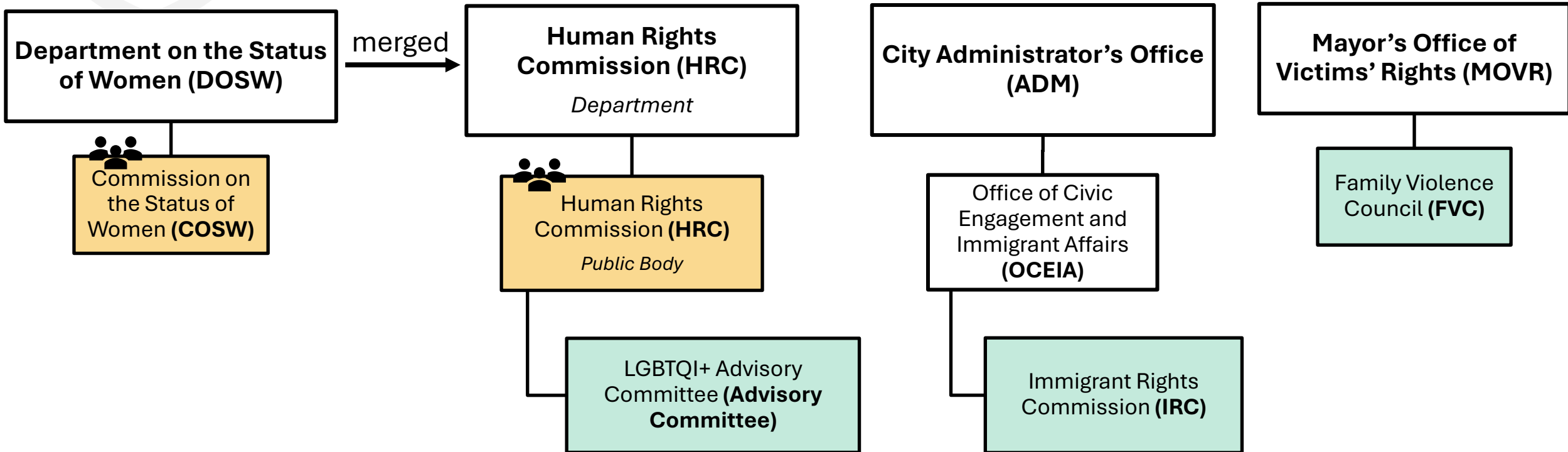
Code

 Voter-approved

 State-required

 Body

 Function



Human Rights

	Human Rights Commission	LGBTQI+ Advisory Committee
Purpose	Works in service of the City's anti-discrimination laws by protecting civil rights, upholding dignity, and advancing equitable outcomes in San Francisco	Advises the Human Rights Commission on discrimination against and other issues affecting the queer community
Current Type	Governance (Charter and Code)	Advisory (Code)
Criteria Outcome	Keep	Keep (despite borderline inactivity)
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template	• Set maximum number of seats as 15 • 3-year terms • 4-term limit • 3-year sunset
Exceptions	None	None
Other	1) Clarify which duties in the Charter belong to HRC the department versus HRC the commission	None

Human Rights Commission

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	11	15 maximum	5-7	Yes – Advisory
Appointing authority	Mayor	N/A	Mayor	Yes - both
Appointment confirmations	None	None	None ¹	Yes - both
Member removal	At will	At will	At will	Yes - both
Term length	4 years	3 years maximum	4 years	Yes - Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	None	None required ³	None required ³	No
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes - Governance
Hiring and firing authority	Yes (nominate for hire, sole authority to fire the department head)	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No	N/A	No role	Yes

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Human Rights

	Commission on the Status of Women	Immigrant Rights Commission
Purpose	Champions the equitable treatment and advancement of women and girls within City and County government and in the private sector	Guides the City on issues and policies related to immigrants who live or work in San Francisco.
Current Type	Governance (Charter and Code)	Advisory (Code)
Criteria Outcome	Keep	Keep
Template Alignment	No recommendations issued – Task Force to discuss alignment to governance or advisory template	• Increase term length from 2 to 3 years • Add 4-term limit • Add 3-year sunset
Exceptions	None	None
Other	None	None

Commission on the Status of Women

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	7	15 maximum	5-7	Yes – Both
Appointing authority	Mayor	N/A	Mayor	Yes – Both
Appointment confirmations	None	None	None ¹	Yes - Both
Member removal	For cause	At will	At will	No
Term length	4 years	3 years maximum	4 years	Yes – Governance
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	None	None required ³	None required ³	Yes – Both
Establishing authority	Charter	Administrative Code	TBD	No
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	Yes	N/A	Consultative responsibilities only	No
Contract approval authority	Yes	N/A	Retain status quo	Yes - Governance
Budget approval authority	Yes	N/A	Yes	Yes - Governance
Employee discipline authority	No	N/A	No role	Yes - Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

Family Violence Council

	Family Violence Council
Purpose	Works to prevent and improve the City's response to family violence by recommending programs, policies, and coordination of City services to the Mayor and Board of Supervisors
Current Type	Hybrid Staff Working Group/Advisory (in Code)
Criteria Outcome	Keep
Template Alignment	For upcoming MOVR legislation: 1) Reduce members from 28 to 15 2) Update seat qualifications 3) Adjust term lengths and limits
Exceptions	None
Other	None

Agenda Item 9: Community Health

- a) Health Commission
- b) Behavioral Health Commission
- c) Food Security Task Force
- d) Sugary Drinks Distributor Tax Advisory Committee

Community Health

	Health Commission	Behavioral Health Commission
Purpose	Serves as the governing body of the San Francisco Department of Public Health (DPH), overseeing the City's hospitals, emergency medical services, and programs that support the physical and mental health of residents	Advises the Board of Supervisors, Health Commission, and Department of Public Health as to how the City's mental health services are administered and provided
Current Type	Governance (Charter)	Advisory (Administrative Code)
Criteria Outcome	Keep	Keep (legally required)
Template Alignment	1) Appointees serve at will 2) Add 3-term limit 3) Remove department head hiring/firing authority	1) Appointees serve at will rather than being removable only for cause
Exceptions		2) Do not add a sunset date
Other	4) TBD: establishing authority (keep in Charter or move to Administrative Code?)	3) Potentially revise qualifications 4) Rename

Community Health

	Food Security Task Force	Sugary Drinks Distributor Tax Advisory Committee
Purpose	Makes recommendations to the Board of Supervisors on policies, strategies, and legislation to improve food security in San Francisco	Evaluates and makes recommendations on the 2016 soda tax, including around funding for new or existing programs that help reduce sugary drink consumption.
Current Type	Advisory (Administrative Code)	Advisory
Criteria Outcome	Combine or eliminate (set to sunset in mid-2026 and work could be handled by new HSA team)	Eliminate (set to sunset in 2028 and work could be handled by DPH staff)
Template Alignment	If kept: 1) Reduce size from 20 to 15 seats 2) Add 3-year term length 3) Add 4-term limit	If kept: 1) Reduce size from 16 to 15 seats 2) Add 3-year term length 3) Add 4-term limit
Exceptions	None	None
Other	5) Clarify administrative support is provided by HSA, not DPH	4) Clarify support is provided by DPH, not ADM and CON

A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a dark, ribbed dome and a golden spire. The building is set against a clear blue sky. A dark green rectangular box is overlaid on the left side of the image, containing white text.

General Administration & Finance Bodies

Commission Streamlining Task Force

November 5, 2025

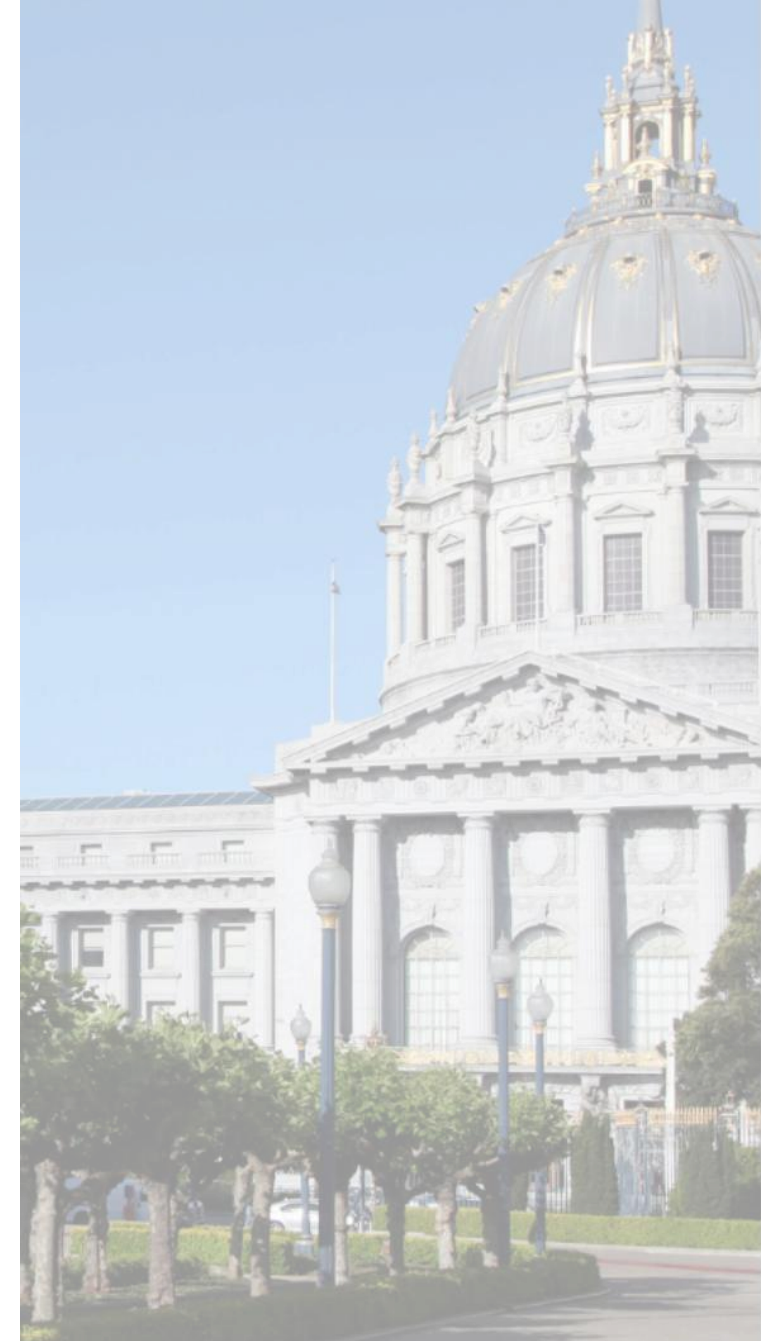


Process and Next Steps

- **September 3rd - Today:** discuss bodies by policy area. The Task Force may vote to eliminate public bodies
 - Today's meeting will be organized thematically
 - The Task Force may amend its decisions at any time before the final legislation is approved
- **By February 1:** approve final report
- **February 4:** review draft legislation
- **February 18:** approve legislation
- **By March 1:** legislation introduced to the Board of Supervisors

Staff Recommendations for General Administration and Finance Bodies

- **23 General Admin and Finance policy bodies** identified
- Staff evaluated each of these against the Task Force's evaluation criteria, contacted City departments to gather more information, and considered any public input received
- After further investigation, **staff recommend the Task Force keep up to 18 and combine or eliminate up to 7**



How Did We Evaluate Whether to Keep or Eliminate Each Body?

Category		Evaluation Criteria	Outcome if Yes
1	Required by state or federal law	1A. Does state or federal law explicitly require the existence of this specific body?	Keep
		1B. Does this body fulfil some function required by state or federal law?	Go to 1c
		1C. Could either another body or City staff fulfil this legal requirement?	Consider combining or eliminating
2	Inactivity	2A. Is this body inactive (did not meet in last year)?	Consider eliminating
		2B. Is there a clear rationale to maintain the body despite its inactivity?	Consider combining or modifying
3	Borderline Inactivity	3A. Is this body borderline inactive (met < 4 times in the past year or > 25% of seats are vacant)?	Consider eliminating or consolidating
		3B. Could these issues be addressed by applying templates?	Consider modifying
4	Overlap with other bodies	4A. Do other bodies cover a similar topic or policy area?	Go to 4b and 4c
		4B. Could this body reasonably be combined with others in its policy area?	Consider combining or eliminating
		4C. Could this body reasonably take on the work of others in its policy area?	Keep and consider expanding scope
5	Breadth of Focus	5A. Is this body narrowly focused on a single funding source, neighborhood, age/ demographic group, or narrow topic?	Go to 5a
		5B. Could those interests be adequately represented by some other body or City department?	Consider combining or eliminating
If the answer is “no” to all criteria, consider keeping the body.			

What Else Did We Consider?

1. Does this body serve a purpose that is **essential to the effective operation** of City and County government?
2. Does this body **bring in outside expertise** that would otherwise be missing from the City's work on the body's target topic area?
3. Are there **other active pathways for public input** regarding this policy area?
4. If the body fulfills a **function required by state or federal law**, could those functions reasonably be **carried out by City staff or another policy body**?
5. Does the body **struggle to meet quorum**? If so, why? Would issues be resolved by applying a template (e.g., reduce membership)?
6. Could the body **reasonably be combined** with others that cover a similar topic or policy area?
7. Could one or more **overlapping bodies** reasonably be **eliminated**?
8. If this body was **eliminated**, could these interests be adequately represented by City staff or other public bodies with a broader scope and mandate?

Recommended Actions for General Administration & Finance Bodies

Keep (16)		
Assessment Appeals Board		Enhanced Infrastructure Financing District Public Financing Authority No. 1
Ballot Simplification Committee		Ethics Commission
Capital Planning Committee		Health Service Board
Civil Service Commission		Refuse Rate Board
Commission Streamlining Task Force		Retiree Health Care Trust Fund Board
Committee on Information Technology (COIT)		Retirement Board
Elections Commission		State Legislation Committee
Elections Task Force (aka Redistricting Task Force)		Sunshine Ordinance Task Force
Other (4)		Eliminate (3)
Keep or Combine	Citizens' General Obligation Bond Oversight Committee	
Combine or Eliminate	SFMTA Bond Oversight Committee	
Eliminate or Keep	Special Strike Committee	
Remove from Charter	Law Library Board of Trustees	



Today's Process

- **Agenda Item 5: General City Administration**
- **Agenda Item 6: Public Integrity**
- **Agenda Item 7: City Employment and Benefits**
- **Agenda Item 8: Elections**
- **Agenda Item 9: Capital Projects and Infrastructure**
- **For each agenda item, we will...**
 - Briefly introduce bodies and recommendations
 - Optional: Task Force member opening statements
 - Public Comment
 - Task Force member discussion and (optional) voting

Agenda Item 5:

General City Administration

- a) State Legislation Committee
- b) Committee on Information Technology (COIT)
- c) Assessment Appeals Board (AAB)
- d) Law Library Board of Trustees
- e) City Hall Preservation Advisory Committee
- f) Commission on Animal Control and Welfare
- g) Refuse Rate Board
- h) Sweatfree Procurement Advisory Group (SPAG)
- i) Commission Streamlining Task Force

General City Administration

	State Legislation Committee	Committee on Information Technology
Department	Mayor	City Administrator's Office
Purpose	Evaluates how proposed state laws may impact San Francisco's residents, operations, and policy priorities, and recommends whether the City should support or oppose specific bills	Develops and approves citywide plans, annual surveillance reports, and technology budgets and projects for all city departments
Current Type	Staff Working Group (in Code)	Staff Working Group (in Code)
Criteria Outcome	Keep	Keep
Template Alignment	1) Retain 7 seats 2) Keep broad appointment structure	No recommendations issued – Task Force to discuss alignment to governance or advisory template
Exceptions	3) Do not add term lengths or limits 4) Do not apply a sunset date	None
Other	5) General language clean-up and modernization	None

Committee on Information Technology

Template component	Current State	Advisory Committee Template	Governance Commission Template	Currently Aligned?
Number of Members	18	15 maximum	5-7	No
Appointing authority	MYR, BOS, CAO, BOS Clerk, CON, HRC, CIO, CISO	N/A	Mayor	Yes – Advisory
Appointment confirmations	None	None	None ¹	Yes – Both
Member removal	No explicit provisions	At will	At will	No
Term length	2 years (only applicable to 8 seats)	3 years maximum	4 years	Yes – Advisory (partially aligned)
Term limits	None	Case-by-case ²	3 terms	No
Qualifications	Seat-specific; mandatory	None required ³	None required ³	Yes – Both
Establishing authority	Administrative Code	Administrative Code	TBD	Yes – Advisory
Sunset date	None	3 years	None	Yes – Governance
Hiring and firing authority	None	N/A	Consultative responsibilities only	Yes – Advisory
Contract approval authority	Advisory	N/A	Retain status quo	Yes – Governance
Budget approval authority	Yes	N/A	Yes	Yes – Governance
Employee discipline authority	No role	N/A	No role	Yes – Both

1. For Governance Commissions, appointments are effective immediately unless rejected by 2/3 of the Board of Supervisors within 30 days (per Charter § 3.100.18)

2. For Advisory Committees, term limits are handled on a case-by-case basis if the body re-authorized. Suggested maximum service per member is 12 years total (4 terms).

3. Neither Advisory Committees nor Governance Commissions are required to have specific qualifications. However, if there are no explicit requirements, the appointing authority must submit some information on why a candidate is qualified.

General City Administration

	Assessment Appeals Board	Law Library Board of Trustees
Department	Board of Supervisors	Law Library
Purpose	Hears and adjudicates taxpayers' appeals of the Assessor's Office property assessments	Mandated by state law to oversee the policy, actions, and affairs of the San Francisco Law Library
Current Type	Regulatory (in Code)	Governance (in Charter)
Criteria Outcome	Keep (fulfills state-required functions)	Keep (legally required)
Template Alignment	None	None
Exceptions	1) Keep 24 members 2) Keep 3-year term 3) Do not add term limits	None
Other	4) Keep in Admin. Code	1) Remove from Charter

General City Administration

	City Hall Preservation Advisory Committee	Commission on Animal Control and Welfare
Department	City Administrator's Office	City Administrator's Office
Purpose	Advises the Mayor, Board of Supervisors, Planning Commission, and others on maintenance, repair, and preservation of City Hall	Holds hearings and makes recommendations to City government on animal control and welfare-related issues.
Current Type	Advisory (in Code)	Advisory (in Code)
Criteria Outcome	Eliminate	Eliminate
Template Alignment	If kept: 1) Remove BOS confirmation process 2) Reduce term length from 4 to 3 years 3) Add 4-term limit 4) Add 3-year sunset	If kept: 1) Members serve at-will 2) Keep 2-year terms 3) Add 6-term limit 4) Move to Admin. Code from Health Code 5) Add 3-year sunset
Exceptions	None	None
Other	5) Remove monthly meeting requirement	6) Revise seat qualifications 7) Remove quarterly reporting requirement

General City Administration

	Refuse Rate Board	Sweatfree Procurement Advisory Group
Department	Controller	City Administrator's Office
Purpose	Sets the fees residents and businesses pay for trash, recycling, and compost collection and disposal. Reviews the costs and operations of refuse collectors.	Evaluates the implementation, administration, and enforcement of the Sweatfree Contracting Ordinance.
Current Type	Regulatory (in Code; voter-approved)	Advisory (in Code)
Criteria Outcome	Keep	Eliminate
Template Alignment	1) Move to Admin. Code from Health Code	If kept: 1) Add 3-year term lengths 2) Add 4-term limit 3) Move to the Admin. Code from the Labor and Employment Code 4) Add a 3-year sunset date
Exceptions	2) Keep 3 members 3) Keep three-way split appointment structure	None
Other	4) Add term length corresponding to one rate-setting cycle 5) Add 3-term limit for public member	None

General City Administration

	Commission Streamlining Task Force
Department	City Administrator's Office
Purpose	Makes recommendations to the Mayor and Board of Supervisors about ways to modify, eliminate, or combine the City's appointive boards and commissions for the more effective, efficient, and economical administration of City and County government
Current Type	Advisory (in Charter)
Criteria Outcome	Keep
Template Alignment	None
Exceptions	1) Do not add term lengths/limits 2) Keep in Charter
Other	None

Agenda Item 6:

Public Integrity

- a) Ethics Commission
- b) Sunshine Ordinance Task Force

Elections

	Ethics Commission	Sunshine Ordinance Task Force (SOTF)
Department	Ethics	Board of Supervisors
Purpose	Responsible for the independent and impartial administration and enforcement of laws related to political campaigns, lobbying, conflicts of interest, governmental ethics, open meetings, and public records	Hears violations of the Sunshine Ordinance. Ensures that deliberations of commissions and agencies are conducted before the people and that City operations are open to the people's review
Current Type	Governance/Regulatory (in Charter)	Regulatory (in Code; voter-approved)
Criteria Outcome	Keep	Keep
Template Alignment	1) Change to at-will member removal; remove ability for members to be recalled	1) Add term limits 2) Add a 3-year sunset date
Exceptions	3) Keep broad appointment structure 4) Retain current term length and limit 5) Retain hiring/firing authority	None
Other	5) Keep in Charter 6) Retain authority to hold hearings re: official misconduct suspensions 7) Modify ability to place measures on the ballot	3) Remove specific seat qualifications

Agenda Item 7: City Employment and Benefits

- a) Civil Service Commission
- b) Special Strike Committee
- c) Health Service Board
- d) Retirement Board
- e) Retiree Health Care Trust Fund Board

City Employment and Benefits

	Civil Service Commission
Department	Civil Service Commission
Purpose	Maintains a fair merit system for City employees by creating rules, policies, and procedures related to the merit system, salary-setting, and contracting for personal services
Current Type	Regulatory (in Charter)
Criteria Outcome	Keep
Template Alignment	1) Change to at-will member removal 2) Add 2-term limit 3) Remove seat-specific qualifications
Exceptions	4) Retain 6-year term length
Other	5) TBD: establishing authority (keep in Charter or move to Administrative Code?) 6) Retain sole hiring/firing authority over CSC Executive Officer 7) Remove authority to nominate candidates for DHR Director, keep BOS confirmation process, and retain power for a supermajority to veto firing. 8) Clean-up (e.g. oath, meeting operations details)

City Employment and Benefits

	Special Strike Committee	Health Service Board
Department	Civil Service Commission	Health Service System
Purpose	Determines whether employees violated the Charter's strike prohibitions when municipal employees went on strike or planned to do so	Contracts for and administers health plans for Health Service System members and their dependents.
Current Type	Other (in Charter)	Other (in Charter)
Criteria Outcome	Eliminate or Keep (has been rendered unlawful by the CA Public Employment Relations Board and Court of Appeals)	Keep
Template Alignment	None	1) Remove confirmation of CON appointee by HSB 2) Add 4-year terms 3) Add 3-term limit
Exceptions	None	4) Keep broad appointment structure 5) Retain sole authority to hire/fire department head
Other	None	6) Keep in Charter 7) Make seat qualifications desirable rather than mandatory 8) Clarify how elected members may be removed if they engage in serious misconduct

City Employment and Benefits

	Retirement Board	Retiree Health Care Trust Fund Board
Department	Retirement	Retirement
Purpose	Oversees administration, pension fund investment, member benefits, and actuarial funding of the city employees' retirement plan	Oversees the city's contribution to the health care premiums of its retirees and their survivors
Current Type	Other (in Charter)	Other (in Charter)
Criteria Outcome	Keep	Keep
Template Alignment	1) Reduce term length from 5 to 4 years 2) Add 3-term limits	1) Reduce term length from 5 to 4 years 2) Add 3-term limits for elected members
Exceptions	3) Keep broad appointment structure 4) Retain authority to hire and fire Executive Director	3) Keep broad appointment structure 4) Retain current practice of no budget authority and no hire/fire authority
Other	5) Keep in Charter 6) Clarify how elected members may be removed if they engage in serious misconduct.	5) Keep in Charter 6) Clarify how elected members may be removed if they engage in serious misconduct

Agenda Item 8: Elections

- a) Elections Commission
- b) Ballot Simplification Committee
- c) Elections (Redistricting) Task Force

Elections

	Elections Commission
Department	Elections
Purpose	Supports election administration by approving policies, procedures, and personnel that will be used to conduct the election
Current Type	Governance (in Charter)
Criteria Outcome	Keep (despite evaluation criteria)
Template Alignment	1) Change to at-will member removal
Exceptions	2) Retain broad appointment structure 3) Retain 5-year term length 4) Retain 2-term limit 5) Retain department head hiring/firing authority
Other	6) TBD: establishing authority (keep in Charter or move to Administrative Code?)

Elections

	Ballot Simplification Committee	Elections (Redistricting) Task Force
Department	Elections	Elections
Purpose	Writes summaries of local ballot measures that are short (less than 300 words) and simple (less than 8th grade reading level).	Convenes every ten years if needed to redraw supervisorial district lines to conform to federal, state, and local law
Current Type	Advisory (in Code)	Other (in Charter)
Criteria Outcome	Keep	Keep
Template Alignment	1) Retain split appointments 2) Keep 2-year terms 3) Add 6-term limit 4) Move to Admin. Code from Elections Code	None
Exceptions	5) Do not add a sunset date	1) Retain current term length tied to duration of TF 2) Do not add a sunset date
Other	6) Retain qualifications as-is	3) Keep in Charter 4) Recommend the City pursue broader reforms and identify resources prior to next redistricting in 2032

Agenda Item 9: Capital Projects and Infrastructure

- a) Capital Planning Committee
- b) Enhanced Infrastructure Financing District Public Authority No. 1
- c) Citizens' General Obligation Bond Oversight Committee (CGOBOC)
- d) SFMTA Bond Oversight Committee (BOC)

Capital Projects and Infrastructure

	Capital Planning Committee	Enhanced Infrastructure Financing District Public Authority No. 1
Department	City Administrator	Controller
Purpose	Reviews the proposed capital budget and monitors compliance with the ten-year capital plan	Operates as a separate, state-mandated local agency overseeing financing for public capital projects and community infrastructure.
Current Type	Staff Working Group (in Code)	Other (in Code)
Criteria Outcome	Keep	Keep (legally required)
Template Alignment	None	1) Require written justification re: qualifications for two public appointees 2) Add 3-term limit for public members
Exceptions	1) Do not add term lengths or limits 2) Do not add a sunset date	3) Keep BOS as sole appointing authority per state law
Other	None	4) No change to sunset date per state law 5) Keep in Code

Capital Projects and Infrastructure

	Citizens' General Obligation Bond Oversight Committee (CGOBOC)	SFMTA Bond Oversight Committee (BOC)
Department	Controller	Municipal Transportation Agency (MTA)
Purpose	Informs the public about general obligation bond spending through an active review process and regular reporting	Ensures accountability and transparency in the expenditure of revenue bond proceeds for transportation projects in San Francisco.
Current Type	Advisory (in Code; voter-approved)	Advisory (via resolution)
Criteria Outcome	Keep or Combine	Combine or Eliminate
Template Alignment	1) Increase term length from 2 to 3 years 2) Add 3-year sunset date	If kept: 1) Members serve at-will 2) Keep 2-year terms 3) Add 6-term limit 4) Require written justification re: qualifications for two public appointees 5) Add 3-year sunset
Exceptions	3) Retain 2-term limit	6) Add to Transportation Code
Other	4) Change seat-specific qualifications to desirable body-level qualifications	None





A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a central spire, set against a clear blue sky. The dome is the central focus of the image, with its base and surrounding architectural details visible. A dark teal rectangular box is overlaid on the left side of the image, containing white text.

Deferred Decisions & Consistency Checks

Commission Streamlining Task Force

November 19, 2025

Today's Discussion

- Over the past few months of public meetings, **the Task Force has deferred certain decisions to a later meeting**
- This is that meeting!
 - And another is scheduled for 12/3
- We will be talking about:
 - a. Deferred decisions on specific public bodies
 - b. Powers and functions across bodies
 - c. Consistency checks and cleanup
 - d. Details of implementation



Overview of the Task Force's Decisions

150 total bodies
(116 active, 34 inactive)

150 decisions made

- Keep: 78
- Eliminate: 68¹
- No recommendation: 2²
- Deferred: 2³

*“Decision-
Making Bodies”*

Body Category	Keep	Eliminate	No Recommendation	TBD	Total
Governance	29	3			32
Appeals/ Regulatory	10	2		1	13
Other	7	1		1	9
Advisory	21	52	1		74
Staff Working Group	11	10	1		22
Current Total	78	68	2	2	150

Notes:

1. 34 were inactive bodies no longer meeting; 34 were active
2. No recommendations for Joint Zoo Committee (only exists in an MOU between RPD and the Zoo) and the Sentencing Commission (sunsetting in mid-2026)
3. Commission Streamlining Task Force; Ethics Commission

Agenda

1

Body-Specific Decisions



1. Police Commission
2. Sheriff's Department Oversight Board
3. Film Commission
4. Family Violence Council
5. Historic Preservation Commission

2

Revisiting Powers and Structure



6. Establishing Authority (Charter or Code)
7. Board Authority to Veto for Split Appointments
8. Standard Board Appointment Methods
9. Appointing Authorities for Appeals Bodies

3

Cleanup and Standardization



10. Hiring and Firing Authority
11. Naming Conventions
12. Term Lengths and Limits

4

Implementation Details



13. Implementing Term Lengths and Limits
14. Member Removal For Cause
15. Establishing New Bodies in the Future
16. Application of Certain Charter Provisions

Body-Specific Decisions

(5 deferred decisions)



1a. Police Commission:

Role in DPA Discipline Cases

- **Action Item:** Clarify the Police Commission's role in employee discipline cases coming from the Department of Police Accountability (DPA).
- Police Commission oversees two departments: SF Police Department (SFPD) and DPA.
 - On 9/3, Task Force recommended that Police Chief make disciplinary decisions for SFPD employees and Police Commission act as appeal body.
 - However, no decision was made regarding its disciplinary role for DPA cases.

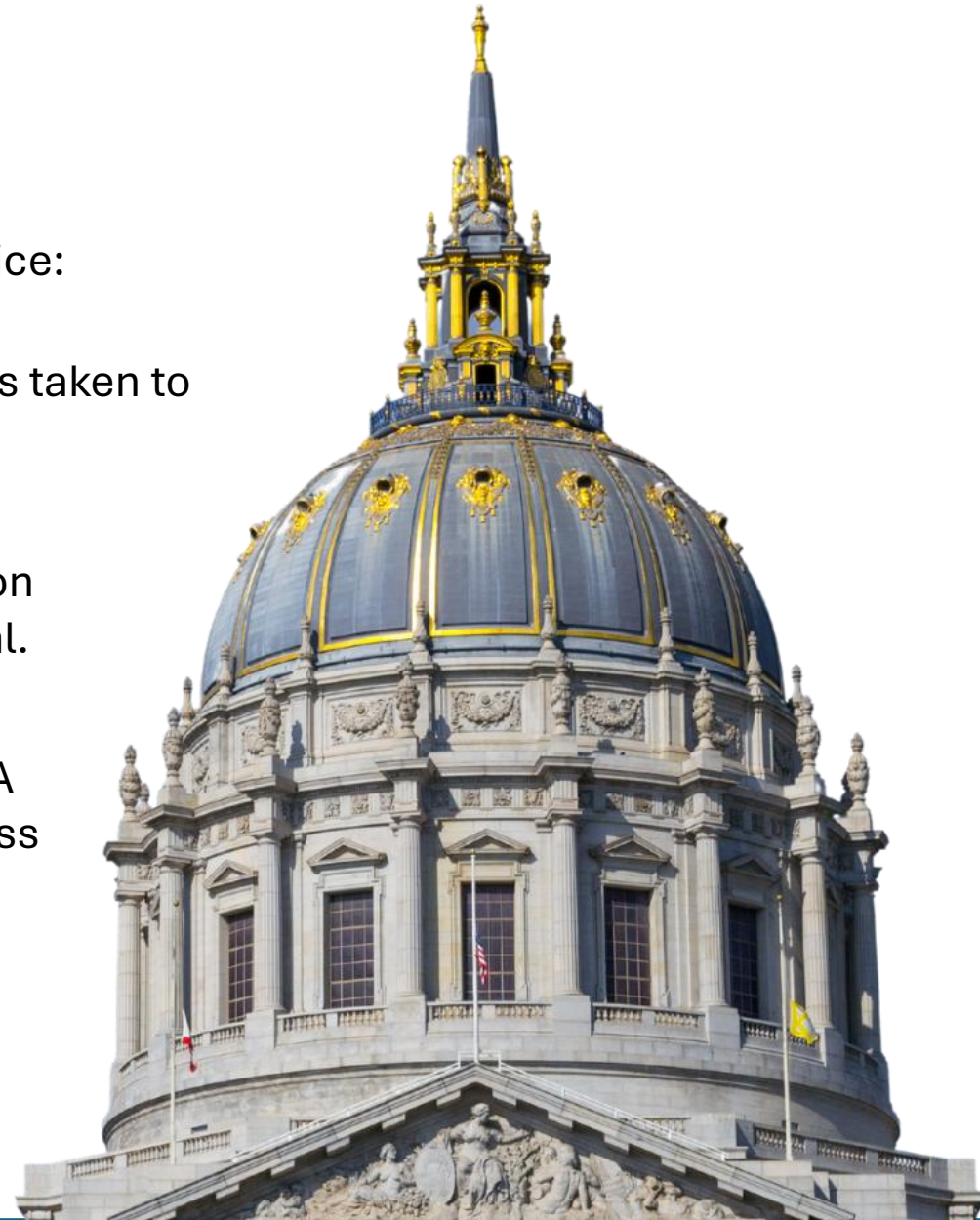


1a. Police Commission:

Role in DPA Discipline Cases

No staff recommendation. Options outlined by City Attorney's Office:

- 1 Empower DPA Director to impose discipline, with appeals taken to Police Commission (similar to decision for SFPD).
- 2 Require Police Chief to implement DPA's recommendation for discipline, with Police Commission hearing the appeal.
- 3 Follow Police Commission's existing procedures* for DPA cases and add separate post-Commission appeal process via Administrative Law Judge (ALJ) or private arbitrator.
- 4 Have ALJ make the initial determination for charges filed by DPA Director, to then be heard by or appealed to the Police Commission.



*Existing procedures: When DPA files charges, the Police Commission holds evidentiary hearings and makes disciplinary recommendations (Charter Section A8.343).

1b. Police Commission: DPA Hiring and Firing Authority

- **Action Item:** Clarify who should be able to hire/fire the DPA Director.
 - On 9/3, the Task Force aligned the Police Commission to the governance template by making its hiring/firing authority consultative only.
 - Result: Mayor has authority to hire/fire the Police Chief.
 - However, Task Force did not make a decision on the Police Commission's second department, DPA.
- **Staff recommendation:** Make a template exception and retain status quo.
 - Status quo: Police Commission nominates DPA Director, Mayor appoints, and Board confirms. Mayor may recommend removal to Police Commission, which must take action within 30 days; Commission may also remove without Mayoral involvement.
 - Original staff recommendation was to conform to the template by removing Police Commission's role in hiring/firing
 - Amended this due to the need for political insulation and independence



2. Sheriff's Department Oversight Board (SDOB): Powers and Functions

- **Action Item:** Would the Task Force like to pursue converting the SDOB to an advisory body, and in what ways?
- Most of the SDOB's functions are **advisory** in nature:
 - Recommends best practices; Monitors Sheriff's Department operations; Solicits community feedback and takes complaints; Submits reports to the BOS and Sheriff
- The following two functions have **governance/decision-making** qualities:
 1. **Appoints, evaluates the work of, and removes the Inspector General from the Office of Inspector General.**
 - Potential alternatives: Mayor, Director of Human Resources, Police Commission, Ethics Commission
 2. **May issue subpoenas to witnesses to appear and to produce evidence, administer oaths, and take testimony.**
 - Staff recommend retaining this function



2. Sheriff's Department Oversight Board (SDOB): Potential Conversion to Advisory

Template component	Current State	Advisory Committee Template	Currently Aligned?
Number of Members	7	15 maximum	Yes
Appointing authority	Mayor (3 seats), Board of Supervisors (4 seats)	N/A	Yes
Appointment confirmations	None	None	Yes
Member removal	For cause	At will	No – change to at will
Term length	4 years	3 years maximum	No – reduce from 4 to 3
Term limits	3 successive terms	Case-by-case	No – 4 terms
Qualifications	One of the BOS seats must be held by a person with experience in labor representation	None required	Yes – but make desirable and body-level
Establishing authority	Charter	Administrative Code	No – move to Admin. Code
Sunset date	None	3 years	No – add sunset
Hiring and firing authority	Appoints and may remove the Sheriff's Inspector General	N/A	No – potential exception
Contract approval authority	No	N/A	Yes
Budget approval authority	Yes	N/A	No – remove authority
Employee discipline authority	None	N/A	Yes



3. Film Commission: Confirming Some Details

- **Action Item:** Confirm some details of the Film Commission's partial alignment to the advisory committee template.
- On 10/1, the Task Force partially aligned the Film Commission to the advisory template.
 - However, it did not discuss what would happen to hiring/firing authority.
 - Discussion: keep a 4-year term x 3 terms (given the body will not sunset) **or** change to 3-year terms x 4 terms (to align with advisory template).
 - Confirm seat qualifications.

Template component	Current State	Advisory Committee Template	Currently Aligned?
Term length	4 years	3 years maximum	Yes – Governance
Term limits	None	Case-by-case ²	No – add 3-term limit
Qualifications	Body-level*	None required ³	Yes – no changes
Hiring and firing authority	Firing authority; nomination authority for hiring	N/A	No – remove authority

*At least 6 members must be SF residents, broadly representative of the city's diversity, and "outstanding members of the community." May have expertise in the arts, film/production, services/facilities, education, or interactive multimedia.



4a. Family Violence Council

- **Action Item:** Clarify timing and content of pending legislation by Mayor's Office of Victims' Rights (MOVR) to update Family Violence Council
- **Update:**
 - MOVR expects to introduce at the Board of Supervisors in November
 - Draft legislation incorporates Task Force's recommendations
 - Reduce membership from 28 to 15 (keep 3 public members)
 - Keep sunset date
 - Add 3-year term length
 - Add 4-term limit
- **Staff recommendation:** Allow MOVR to proceed independently with legislation and monitor its progress at the BOS.



4b. Family Violence Council

- **Action Item:** Revisit membership qualifications and identify seats to be removed (retain 3 public seats).
- **Staff recommendation:** Retain the following 15 seats

Keep

1. Mayor
2. President of the Board of Supervisors
3. District Attorney
4. Police Department
5. Sheriff
6. Adult Probation
7. Executive Director, Domestic Violence Consortium (**public member**)
8. Executive Director, Consortium for Elder Abuse Prevention (**public member**)
9. Executive Director, Safe & Sound (**public member**)
10. HSA – Department of Disability and Aging Services
11. Medical Examiner
12. Department of Early Childhood
13. Department of Public Health
14. *Mayor's Office of Housing and Community Development* (**new member**)
15. *HSA – Child Welfare* (**new member**)

Eliminate

1. Superior Court
2. Commission on the Status of Women
3. Department of Emergency Management
4. Human Services Agency
5. Department of Children, Youth, and their Families
6. Child Support Services
7. Juvenile Probation
8. Public Defender
9. Animal Care and Control
10. San Francisco Unified School District
11. Human Resources
12. Fire
13. Homelessness and Supportive Housing
14. Department of Police Accountability
15. Human Rights Commission



5a. Historic Preservation Commission

- **Action Item:** Recommend which functions should remain in the Charter and which should move to code.
- **Staff recommendation:**

Move the following sections from Charter to the Planning Code

1. Landmark and Historic District Designations
2. Certificates of Appropriateness
3. Significant or Contributory Building and Conservation District Designations in the C-3 Districts
4. Alteration of Significant or Contributory Buildings or Buildings in Conservation Districts in the C-3 Districts
5. Mills Act Contracts
6. Referral of Certain Matters
7. Other Duties

Retain the following sections in Charter

1. General
2. Qualifications
3. Budget, Fees, Department Head, and Staff

Eliminate the following section, which has never been implemented

1. Preservation Element of the General Plan



Refer to Handout for
Agenda Item 5



5b. Historic Preservation Commission

Action Item: Revisit and simplify seat qualifications

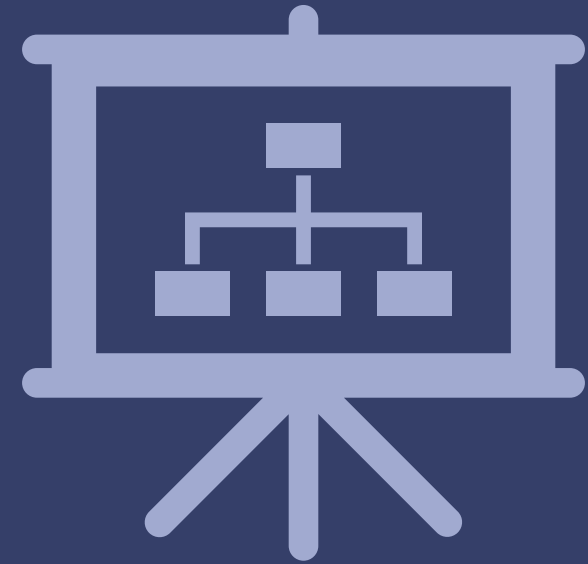
Staff recommendation: Retain the current list of professional qualifications but make them desirable instead of required.

- Licensed architect with expertise in historic architecture
- Architectural historian
- Historian with expertise in North American or Bay Area history
- Historic preservation professional
- Archeologist
- Real estate professional
- Structural engineer
- Conservationist



Revisiting Powers and Structure

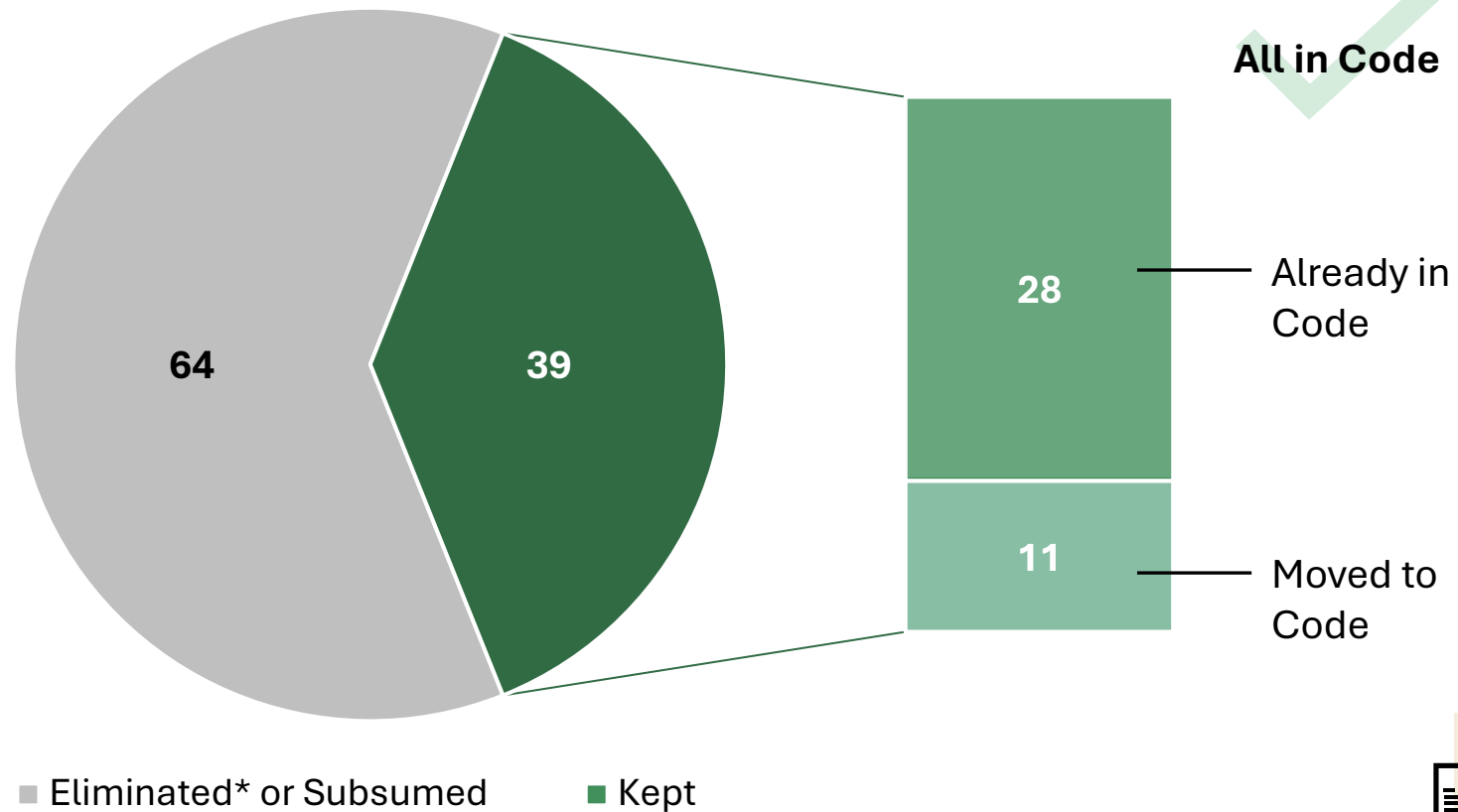
(4 deferred decisions)



6. Establishing Authority for Non-Decision-Making Bodies

Consistency Check

Task Force Decisions:
Advisory Bodies and Staff Working Groups



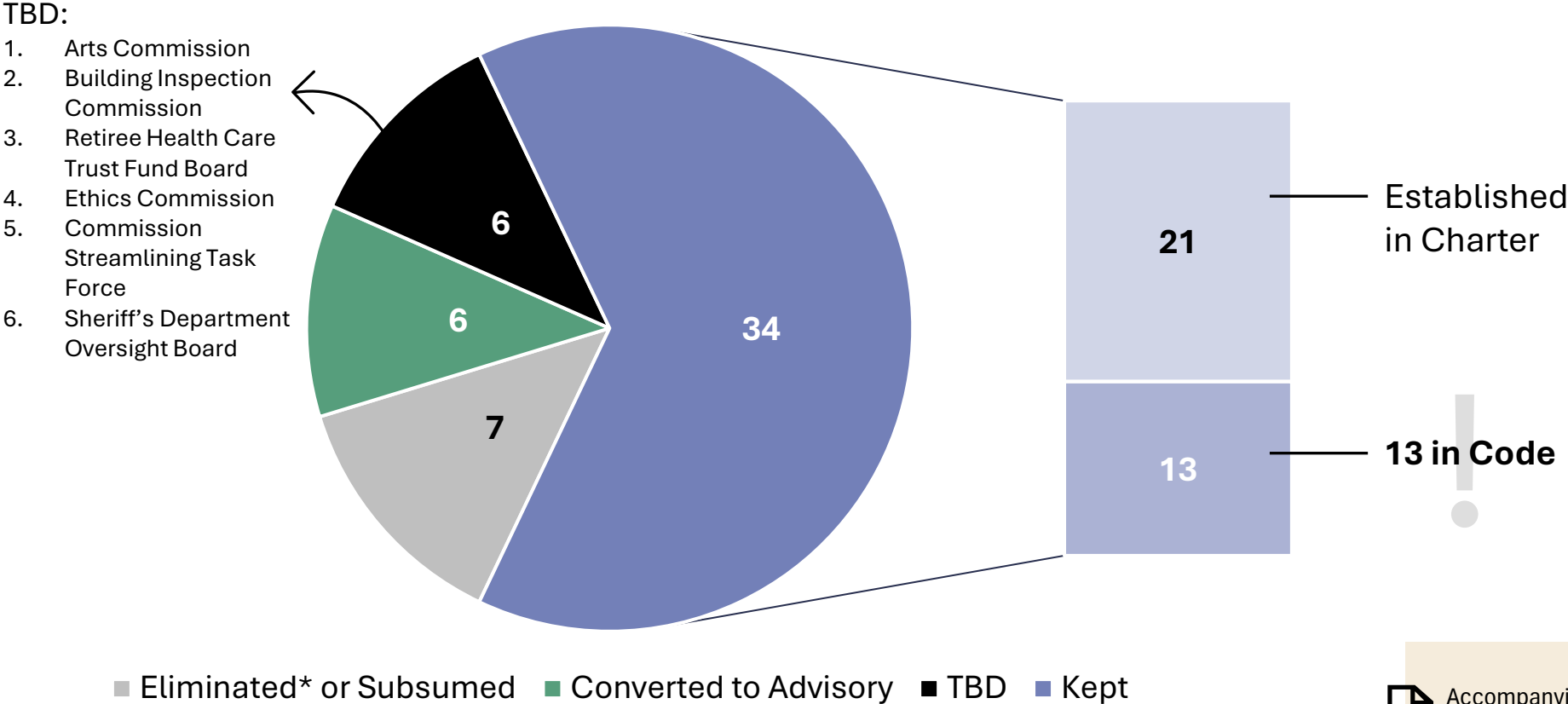
Accompanying Handout:
Attachment A

6. Establishing Authority for Decision-Making Bodies

Consistency Check



Task Force Decisions: Decision-Making Bodies



Accompanying Handout:
Attachment A

*Includes 1 inactive body

6. Establishing Authority for Decision-Making Bodies

A Closer Look

Potential Action Items:

- Are there any decisions that the Task force would like to revisit to make its approach more consistent?
- Are there any bodies that the Task Force would like to name in the Charter but have its duties/specifics in the Code?
- Access Appeals Commission will be a subcommittee under the Board of Appeals. The Task Force should decide whether to keep it in the Charter or Code (it's currently referenced in both).

KEPT in CHARTER

1. Airport Commission	13. Library Commission
2. Asian Art Commission	14. Municipal Transportation Agency Board of Directors
3. Board of Appeals	15. Planning Commission
4. Civil Service Commission	16. Police Commission
5. Elections Commission	17. Port Commission
6. Elections Task Force	18. Public Utilities Commission
7. Fine Arts Museums Board of Trustees	19. Recreation and Park Commission
8. Fire Commission	20. Retirement Board
9. Health Commission	21. War Memorial Board of Trustees
10. Health Service Board	22. Access Appeals Commission (committee under BOA)
11. Historic Preservation Commission (some functions moved to code)	
12. Juvenile Probation Commission	

MOVED to CODE

- Children and Families First Commission
- Children, Youth and Their Families Oversight and Advisory Committee
- Disability and Aging Services Commission
- Entertainment Commission
- Human Services Commission

KEPT in CODE

- Assessment Appeals Board
- Board of Directors of the SF Downtown Revitalization Financing District
- EIFD Public Financing Authority
- IHSS Public Authority Governing Body
- Refuse Rate Board
- Rent Board
- Southeast Community Facility Commission
- Sunshine Ordinance Task Force
- Treasure Island Development Authority Board of Directors

6. Establishing Authority for Charter Bodies Moving to Code

By Decision-Making Status

Kept as Decision-Making

- 1.Children and Families First Commission
- 2.Children, Youth and Their Families Oversight and Advisory Committee
- 3.Disability and Aging Services Commission
- 4.Entertainment Commission
- 5.Human Services Commission

Converted to Advisory

- 1.Commission on the Environment
- 2.Commission on the Status of Women
- 3.Homelessness Oversight Commission
- 4.Human Rights Commission
- 5.Sheriff's Department Oversight Board
- 6.Small Business Commission

Already Advisory

- 1.Citizens' General Obligation Bond Oversight Committee*
- 2.Municipal Transportation Agency Citizen's Advisory Council
- 3.Park, Recreation, and Open Space Advisory Committee
- 4.Public Utilities Rate Fairness Board
- 5.Youth Commission

*Established in Code and referenced in Charter. TF recommended to remove the Charter reference so the body is only referred to in Code.



7. BOS Authority to Veto for Split Appointments Decision-Making Bodies

- **Action Item:** Consider standardizing whether the Board of Supervisors can veto Mayoral appointees with a 2/3 supermajority when a body has split appointments.
- Task Force has made inconsistent decisions on this.
- Relevant decision-making bodies:

Body	Type	Task Force Meeting	Status Quo	Task Force Vote
Police Commission	Governance	9/3	BOS must confirm	No (BOS cannot veto); remove confirmations
Entertainment Commission	Regulatory	10/1	BOS must confirm	No (BOS cannot veto); remove confirmations
Planning Commission	Governance	10/1	BOS must confirm	Yes (BOS can veto); remove confirmations
Board of Appeals	Appeals	10/1	BOS must confirm	Yes (BOS can veto); remove confirmations
Children, Youth, & Their Families Oversight and Advisory Committee	Governance	10/15	BOS may hold a hearing	Yes (BOS can veto); remove confirmations



7. BOS Authority to Veto for Split Appointments Decision-Making Bodies

- **Arguments **for** BOS veto power:**
 - Mayoral decisions are not subject to a public process, while BOS decisions are (hearings)
 - BOS supermajority is a high standard (BOS appointments require buy-in from multiple supervisors)
- **Arguments **against** BOS veto power:**
 - BOS veto could essentially give the BOS full control over the body's appointments.
 - Since 2004, the City Attorney's Office treats no-veto for split appointments as the default rule. Rationale:
 - Ensures no single elected official or body can control the commission; reduces undue political influence
 - Presence of multiple appointing authorities indicates the intent of the voters/establishing codes to not allow one appointing authority to reject the appointees of another



7. BOS Authority to Veto for Split Appointments

Decision-Making Bodies

Options for consideration:

1

Conform all five bodies to the governance template by allowing BOS veto power of mayoral appointees.

2

Remove veto power of mayoral appointees for all five bodies.

3

Make the true governance bodies consistent with each other (Planning, Police, DCYF OAC) and allow exception(s) for the other bodies.

4

Uphold the Task Force's decisions as-is.



8. Standardizing BOS Appointments

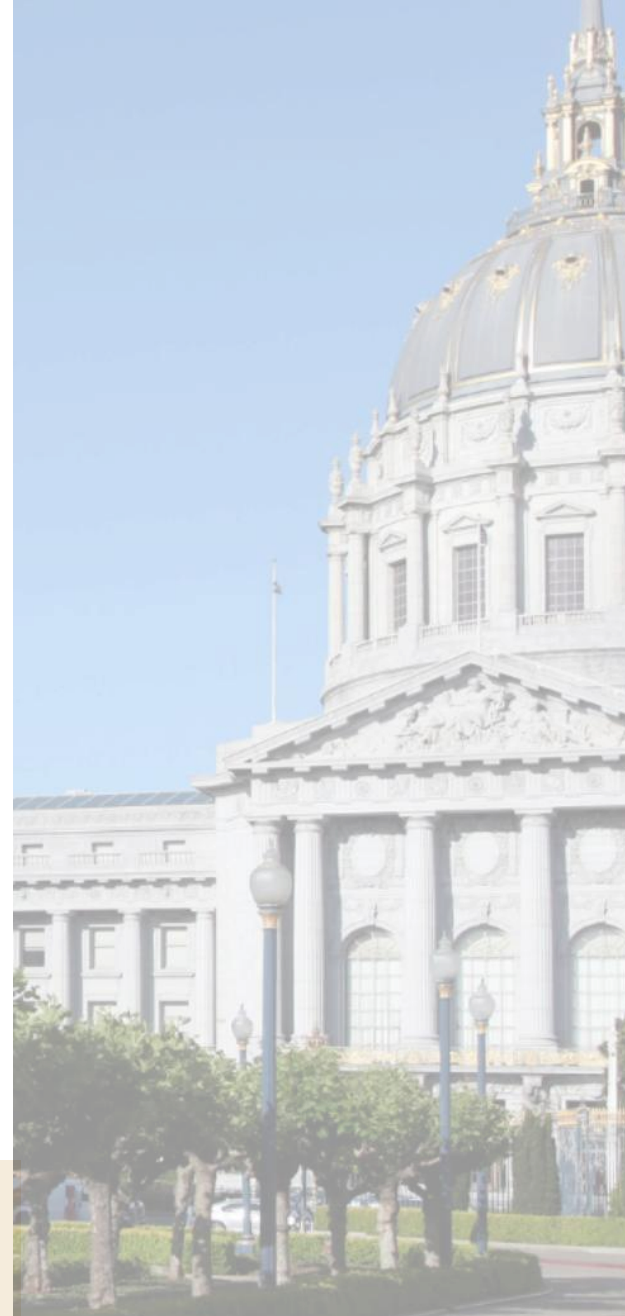
- **Action item:** Consider standardizing the way that the Board of Supervisors (BOS) can appoint commissioners/members.
- Board of Supervisors appointments can occur in several different ways and should be more consistent.
- Having six different methods for Board appointments may result in an unnecessarily complicated system.

Appointment methods currently used:

1. Appointed by the Board
2. Nominated by the BOS President and approved by the Board
3. Nominated by a Supervisor and approved by the Board
4. Appointed by the BOS President
5. Each seat appointed by a separate member of the Board
6. Nominated by some other body and approved by the Board

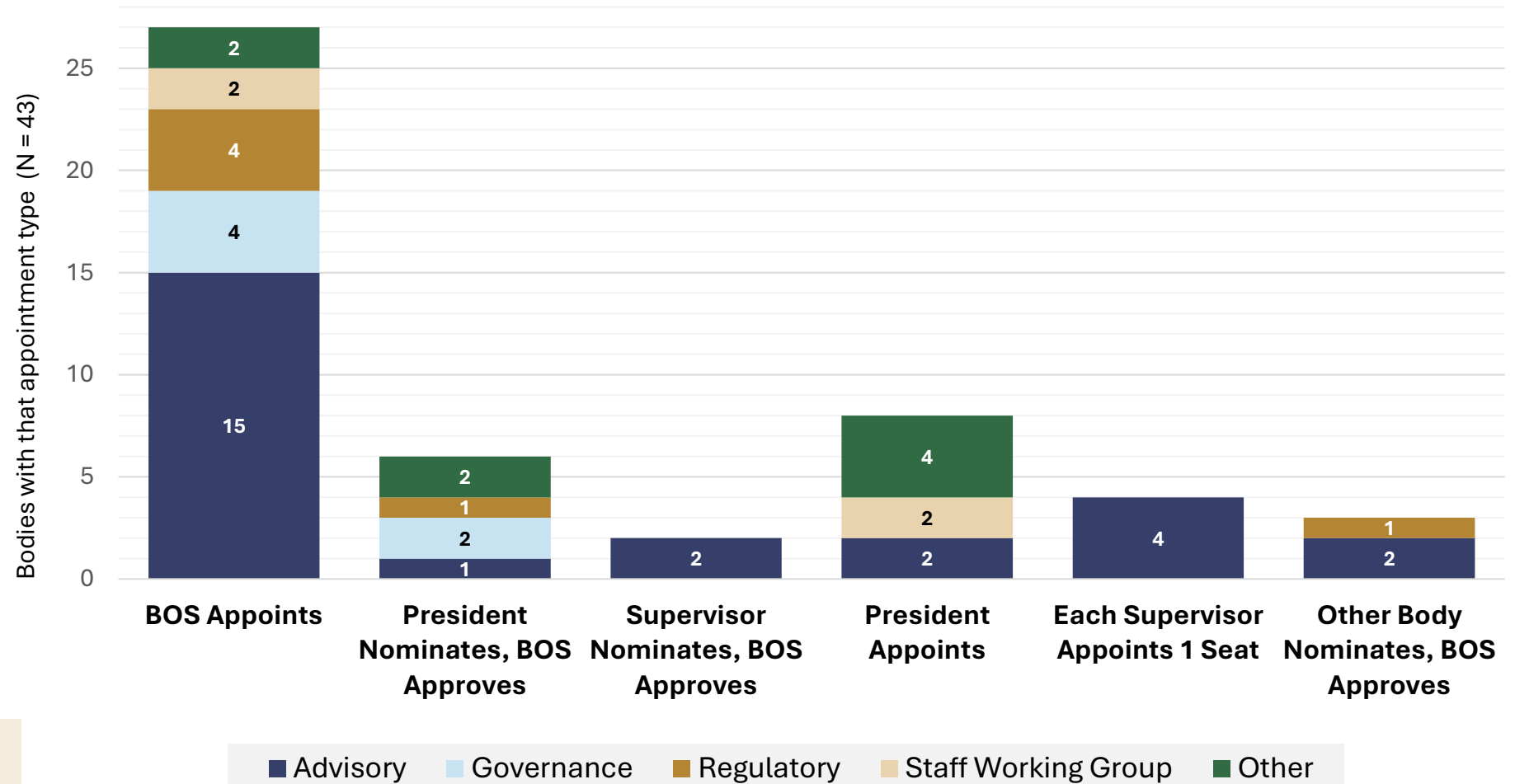


Accompanying Handout:
Attachment B



8. Standardizing BOS Appointments

BOS Appointments by Category and Type of Body



Accompanying Handout:
Attachment B

8. Standardizing BOS Appointments

BOS Appointment Types	
1	Appointed by the Board
2	Nominated by the BOS President and approved by the Board
3	Nominated by a Supervisor and appointed by the Board
4	Appointed by the BOS President
5	Each seat appointed by a separate member of the Board
6	Nominated by some other body and approved by the Board

Accompanying Handout:
Attachment B



Options for consideration:

- 1 Make all BOS appointments conform to #1 (Board appoints).
- 2 Make all BOS appointments conform to #2 or #3 (Member/President nominates and Board approves).
- 3 Configure a mix of Options 1 and 2 for specific bodies or types of bodies.
- 4 Retain BOS appointment structures as-is.



9. Appointing Authorities for Appeals Boards

- **Action Item:** Revisit and confirm decisions for appeals board appointing authorities.
- The Task Force has kept six bodies with appeals functions:
 1. Board of Appeals (**split appointments: Mayor and BOS President**)
 2. Entertainment Commission (**split appointments: Mayor and BOS**)
 3. Building Inspection Commission (**split appointments: Mayor and BOS President**)
 4. Civil Service Commission (**Mayor appoints**)
 5. Residential Rent Stabilization and Arbitration Board (**Mayor appoints**)*
 6. Assessment Appeals Board (**BOS appoints**)**
- **Questions to consider:**
 - Would the Task Force like to make the split appointments structure consistent – either the BOS President or the full BOS?
 - Would it like to conform the Civil Service Commission to the split appointments structure?

*This body was created by the BOS and thus must have mayoral appointments, per Charter requirements.

**This is a County function that must remain with the BOS.



Cleanup and Standardization

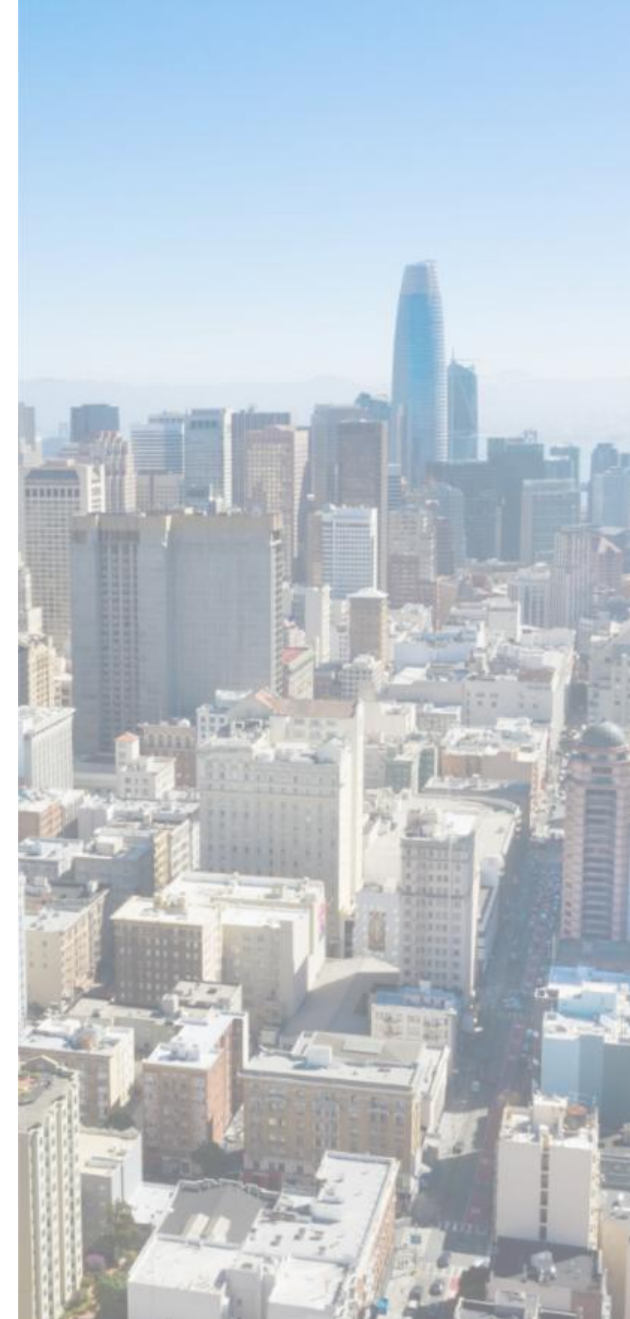
(3 deferred decisions)



10a. Revisiting Hire/Fire Authority

Decision-Making Bodies

- **Action Item:** Confirm exceptions to the rule that decision-making bodies should not have full hiring/firing authority.
- Out of the 33 applicable bodies the Task Force has kept, it decided to remove department head hiring/firing authority for 18.
 - This means that the Mayor is now responsible for hiring/firing those department heads.
- It decided to **retain** hiring/firing authority for 9 bodies:
 1. Asian Art Commission (unique responsibilities)
 2. Fine Arts Museums Board of Trustees (unique responsibilities)
 3. Southeast Community Facility Commission*
 4. Residential Rent Stabilization and Arbitration Board (unique appellate/regulatory body)
 5. In-Home Supportive Services Public Authority Governing Body (governed by state law)
 6. Civil Service Commission
 7. Elections Commission
 8. Health Service Board
 9. Retirement Board
- It deferred the decision for 6 bodies, including Board of Appeals

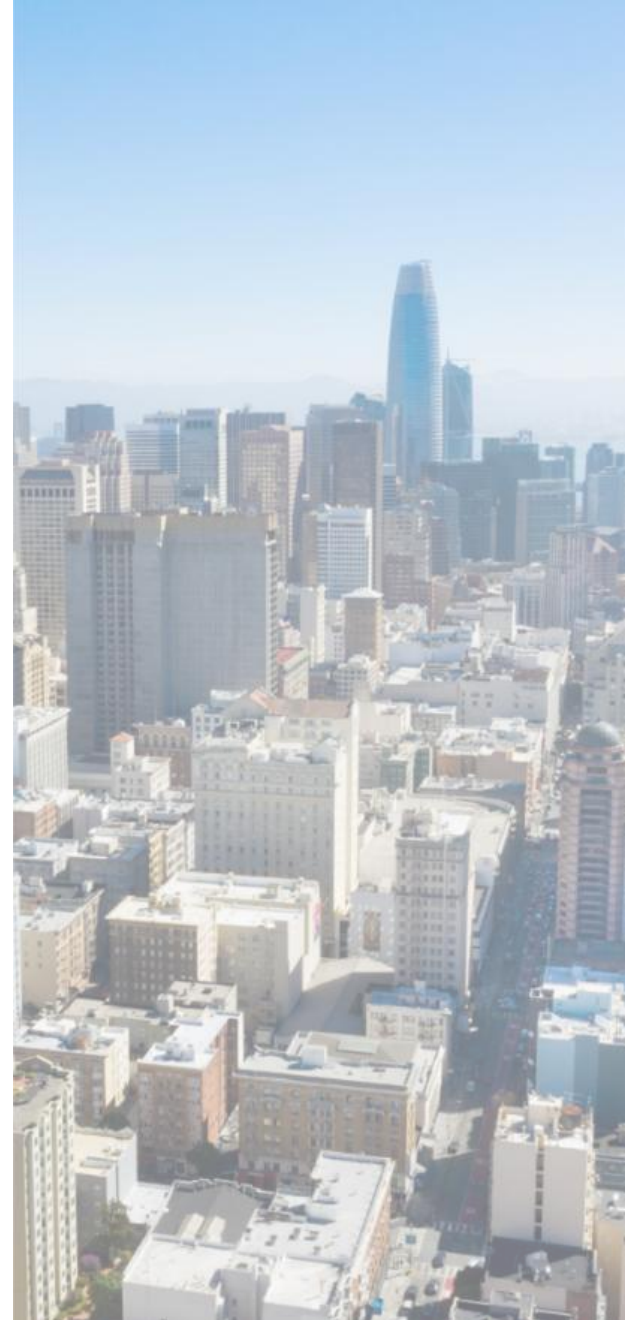


*This is hire/fire authority over the facility director. The body was also converted to advisory.

10b. Revisiting Hire/Fire Authority

Board of Appeals

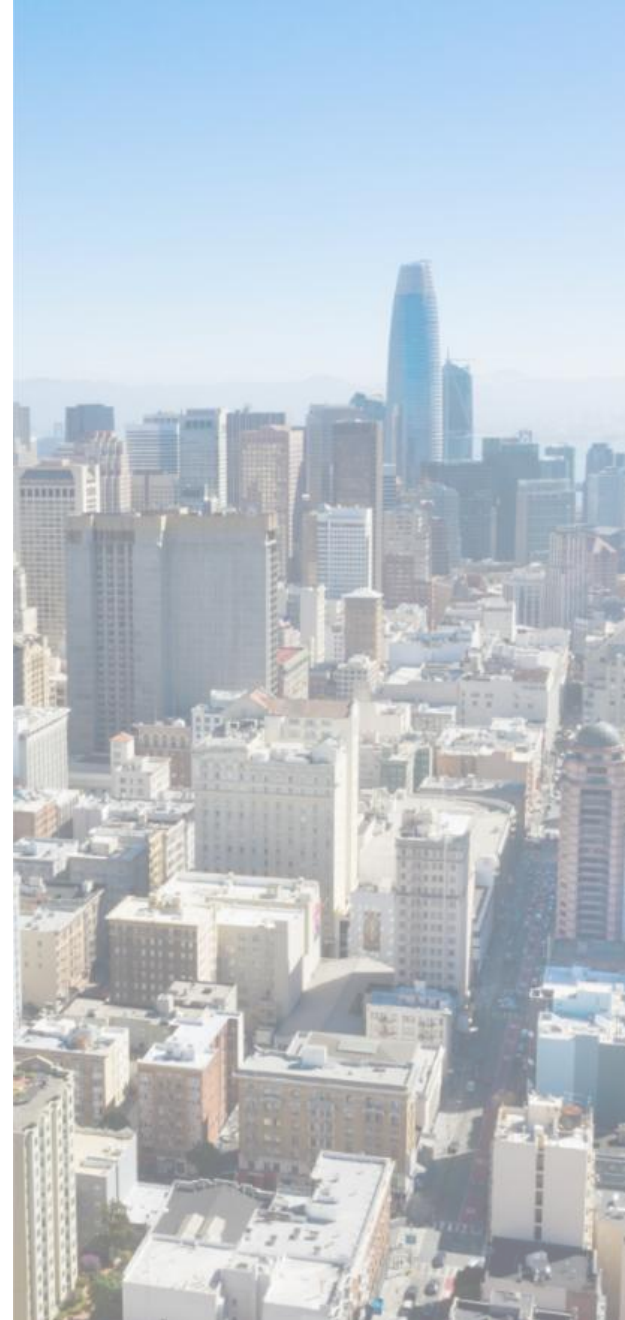
- **Action Item:** Decide whether to retain the Board of Appeals' hire/fire authority or remove this ability in alignment with the governance template.
- The Task Force did not explicitly discuss hiring/firing authority for this body because it is not a component of the appeals board template.
- The Board of Appeals can currently hire/fire the Executive Director of the Board of Appeals (which is also a department).
- The Task Force should decide whether to remove or retain this authority.



10c. Revisiting Hire/Fire Authority

Bodies in the City Administrator's Office (ADM)

- **Action Item:** Decide to either follow the governance template (the Mayor hires/fires division directors) or the typical ADM appointment/hire process (City Administrator hires/fires jointly with the Mayor).
- Currently, both the Treasure Island Development Authority (TIDA) Board of Directors and the Entertainment Commission have standard Charter hiring/firing authority.
 - **The Task Force voted to remove hiring/firing authority for both bodies and give that authority to the Mayor.**
- But traditionally, for ADM division directors/department heads, the City Administrator makes joint appointments/hires alongside the Mayor.
 - Thus, ADM bodies may warrant an exception from the template.



11. Naming Conventions

Decision Making Bodies Kept by the Task Force

- Airport Commission
- Arts Commission
- Asian Art Commission
- Building Inspection Commission
- Children and Families First Commission
- Disability and Aging Services Commission
- Elections Commission
- Fire Commission
- Health Commission
- Human Services Commission
- Juvenile Probation Commission
- Library Commission
- Planning Commission
- Police Commission
- Port Commission
- Public Utilities Commission
- Recreation and Park Commission
- Access Appeals Commission
- Civil Service Commission
- Entertainment Commission
- Ethics Commission
- Historic Preservation Commission
- Fine Arts Museums Board of Trustees
- Law Library Board of Trustees
- Municipal Transportation Agency Board of Directors
- Treasure Island Development Authority Board of Directors
- War Memorial Board of Trustees
- Assessment Appeals Board
- Board of Appeals
- Refuse Rate Board
- Residential Rent Stabilization and Arbitration Board
- Children, Youth and Their Families Oversight and Advisory Committee
- Sunshine Ordinance Task Force

Of the 23 governance bodies...

- 17 bodies are “commissions”
- 5 bodies are “boards”
- 1 body is a “committee”

Of the 10 regulatory bodies...

- 5 bodies are “commissions”
- 4 bodies are “boards”
- 1 body is a “task force”

11. Naming Conventions

Advisory Bodies Kept by the Task Force

- Behavioral Health Commission
- Commission of Animal Control and Welfare
- Commission on Aging Advisory Council
- Immigrant Rights Commission
- Veterans' Affairs Commission
- Youth Commission
- Commission on the Environment
- Commission on the Status of Women
- Film Commission
- Homelessness Oversight Commission
- Human Rights Commission
- Small Business Commission
- Southeast Community Facility Commission
- Ballot Simplification Committee
- Cannabis Oversight Committee
- Citizens' General Obligation Bond Oversight Committee
- Free City College Oversight Committee
- Inclusionary Housing Technical Advisory Committee
- Joint Zoo Committee
- LGBTQI+ Advisory Committee
- Park, Recreation, And Open Space Advisory Committee
- Public Utilities Citizens' Advisory Committee
- SOMA Community Stabilization Fund Community Advisory Committee
- South of Market Community Planning Advisory Committee
- Sugary Drinks Distributor Tax Advisory Committee
- Child Care Planning and Advisory Council
- Commission on Aging Advisory Council
- Municipal Transportation Agency Citizens' Advisory Council
- Industrial Development Authority Board
- Workforce Investment Board
- Sheriff's Department Oversight Board

Of the 31 bodies...

- 13 bodies are “commissions”
- 12 bodies are “committees”
- 3 bodies are “councils”
- 3 bodies are “boards”
- The Task Force recommended a naming exception to allow bodies to keep their names for branding purposes

11. Naming Conventions

Staff Working Groups Kept by the Task Force

- Capital Planning Committee
- Committee on City Workforce Alignment
- Committee on Information Technology (COIT)
- Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT)
- Real Estate Fraud Prosecution Trust Fund Committee
- State Legislation Committee
- Disaster Council
- Family Violence Council
- Juvenile Justice Coordinating Council
- Public Utilities Rate Fairness Board
- Community Corrections Partnership

Of the 11 staff working groups...

- 6 bodies are “committees”
- 3 bodies are “councils”
- 1 body is a “board”
- 1 body is a “partnership”

12a. Revisiting Term Lengths and Limits: Advisory Bodies and Sunset Dates

- **Action Item:** Decide whether our approach to advisory body term lengths/limits should differ if there is a 3-year sunset date and if there is not a sunset date.
 - **If a body has a sunset**, then term lengths should be *exactly* 3 years rather than *up to* 3 years.
 - **If there is no sunset date**, Task Force might consider conforming advisory bodies to the current governance standard of 4-year terms and 3-term limits.

Advisory Bodies <i>Without</i> Sunset Dates (14)	Advisory Bodies <i>With</i> Sunset Dates (15)
• Ballot Simplification Committee • Behavioral Health Commission • Child Care Planning and Advisory Council • Citizens’ General Obligation Bond Oversight Committee • Commission on the Status of Women • Film Commission • Homelessness Oversight Commission • Human Rights Commission • Immigrant Rights Commission • Inclusionary Housing Technical Advisory Committee • LGBTQI+ Advisory Committee • Sugary Drinks Distributor Tax Advisory Committee • Workforce Investment Board (WISF) • Youth Commission	• Cannabis Oversight Committee • Commission of Animal Control and Welfare • Commission on Aging Advisory Council • Commission on the Environment • Free City College Oversight Committee • Municipal Transportation Agency Citizens Advisory Council (CAC) • Park, Recreation, And Open Space Advisory Committee (PROSAC) • Public Utilities Citizens’ Advisory Committee • Sheriff’s Department Oversight Board • Small Business Commission • SOMA Community Stabilization Fund CAC • South of Market Community Planning Advisory Committee • Southeast Community Facility Commission • Sweatfree Procurement Advisory Group • Veterans’ Affairs Commission

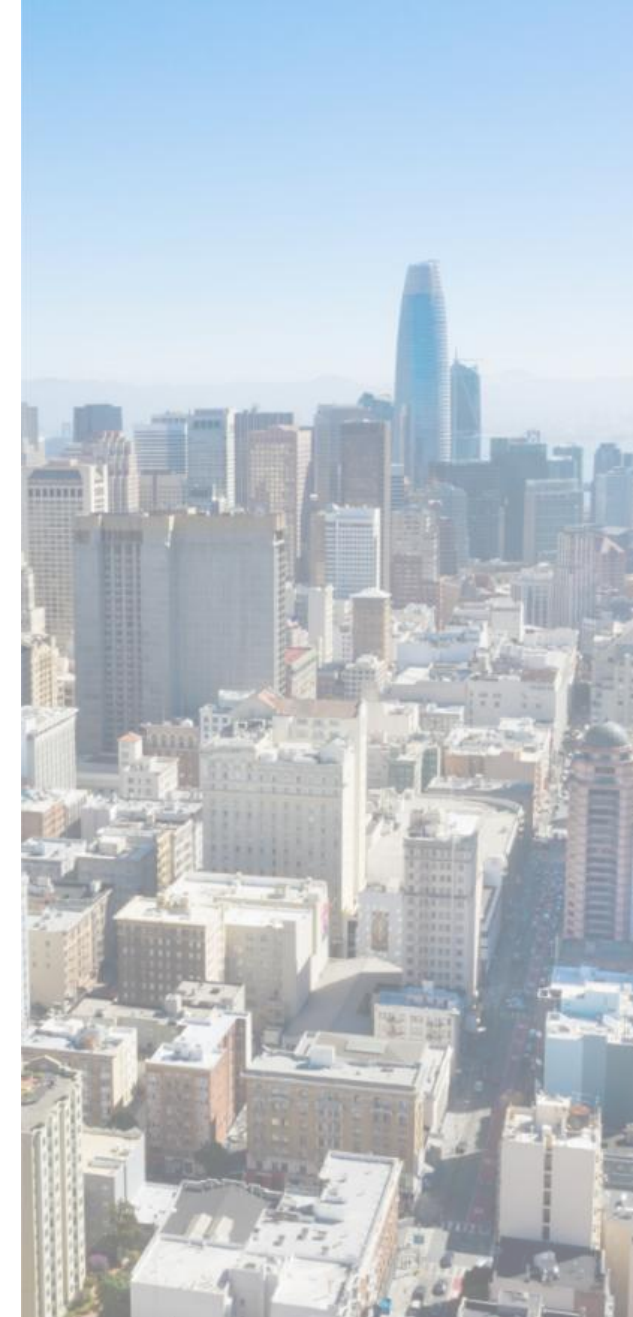
 Accompanying Handout:
Attachment C



12b. Revisiting Term Lengths and Limits: Advisory Bodies

- **Action Item:** Confirm term length/limit exceptions for advisory bodies.
- Advisory committee standard: 3-year terms, 4-term limits (generally)
- Out of the 29 applicable bodies that the Task Force has kept, 22 conform to the standard
- **Confirm these exceptions:**

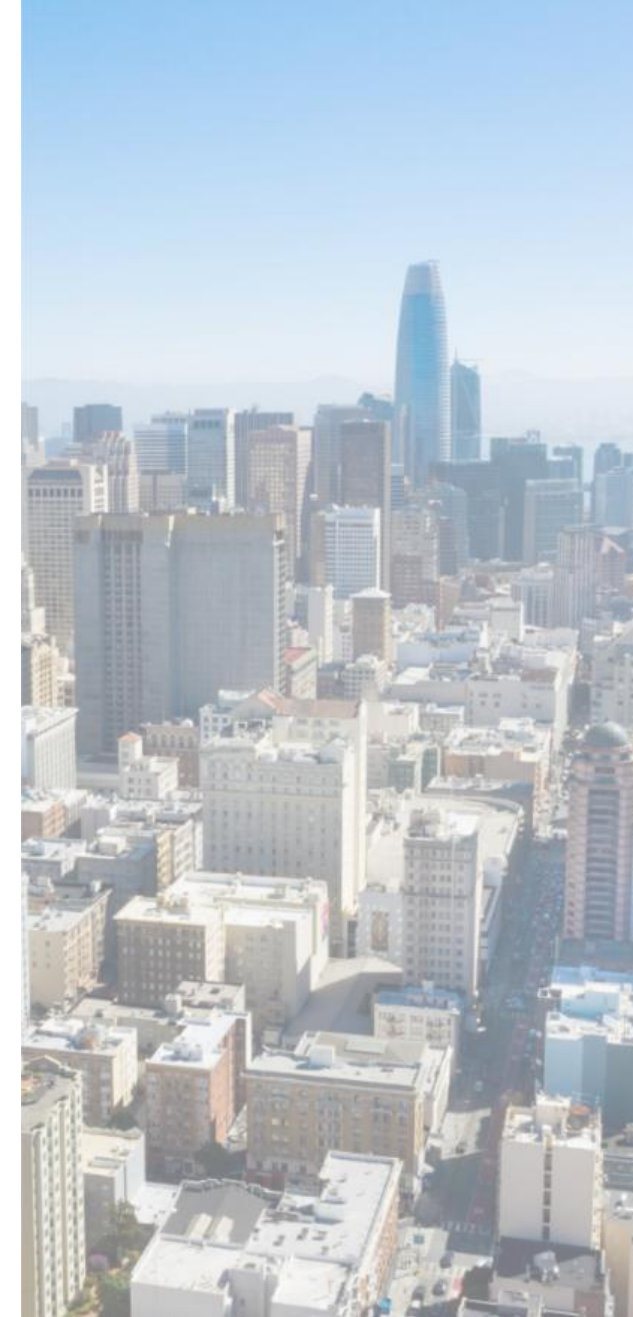
Advisory Body	Task Force Decisions
Ballot Simplification Committee	• Retained 2-year terms • Added 6-term limits
Commission on Animal Control and Welfare	• Retained 2-year terms • Added 6-term limits
Commission on the Status of Women	• Retained 4-year terms • Added 3-term limits
Homelessness Oversight Commission	• Reduced from 4 to 3-year terms • Added 3-term limits
Inclusionary Housing Technical Advisory Committee	• Added 3-year terms • Did not add term limits • Clarified that appointments conclude when final report is issued
Workforce Investment Board	• Retained 2-year terms • Added 6-term limits
Youth Commission	• Retained 1-year terms • Added 3-term limits



12c. Revisiting Term Lengths and Limits: Governance Bodies and Appeals Boards

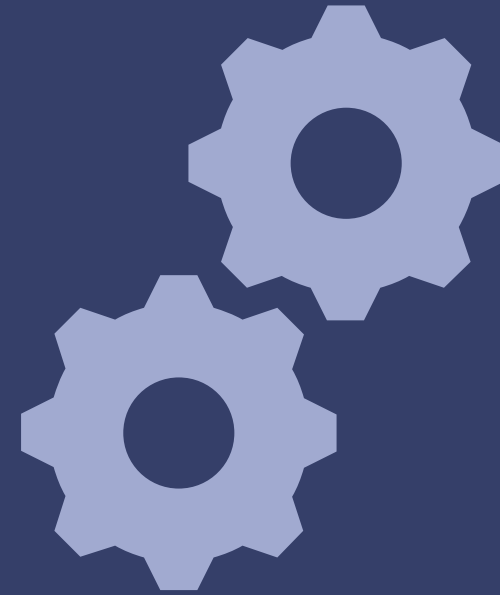
- **Action Item:** Confirm term length/limit exceptions for governance and appeals bodies.
- Governance and appeals template standard: 4-year terms, 3-term limits
- Out of the 30 applicable bodies that the Task Force has kept, 21 conform to the standard
- **Confirm these exceptions:**

Governance Body or Appeals Board	Task Force Decisions
Museum Bodies (3) (Asian Art Commission, Fine Arts Museum BOT, War Memorial BOT)	• Retained 3-year terms • Retained ability to set own limits (industry standard) • Will recommend max 12 years of service
Assessment Appeals Board	• Retained 3-year terms • Did not add term limits
Children, Youth and Their Families Oversight and Advisory Committee	• Retained 2-year terms • Retained 2-term limits
Children and Families First Commission	• Seemed to opt against adding 3-term limit for public members, though this wasn't addressed in the motion
Civil Service Commission	• Retained 6-year terms • Added 2-term limits
Elections Commission	• Retained 5-year terms • Retained 2-term limits
Rent Board	• Did not add term limits



Implementation Details

(4 deferred decisions)



13a. Implementing Term Lengths

Rollout to Existing Appointees

- **Action Item:** Decide how the recommended term lengths should apply to existing appointees.

Options include:

1

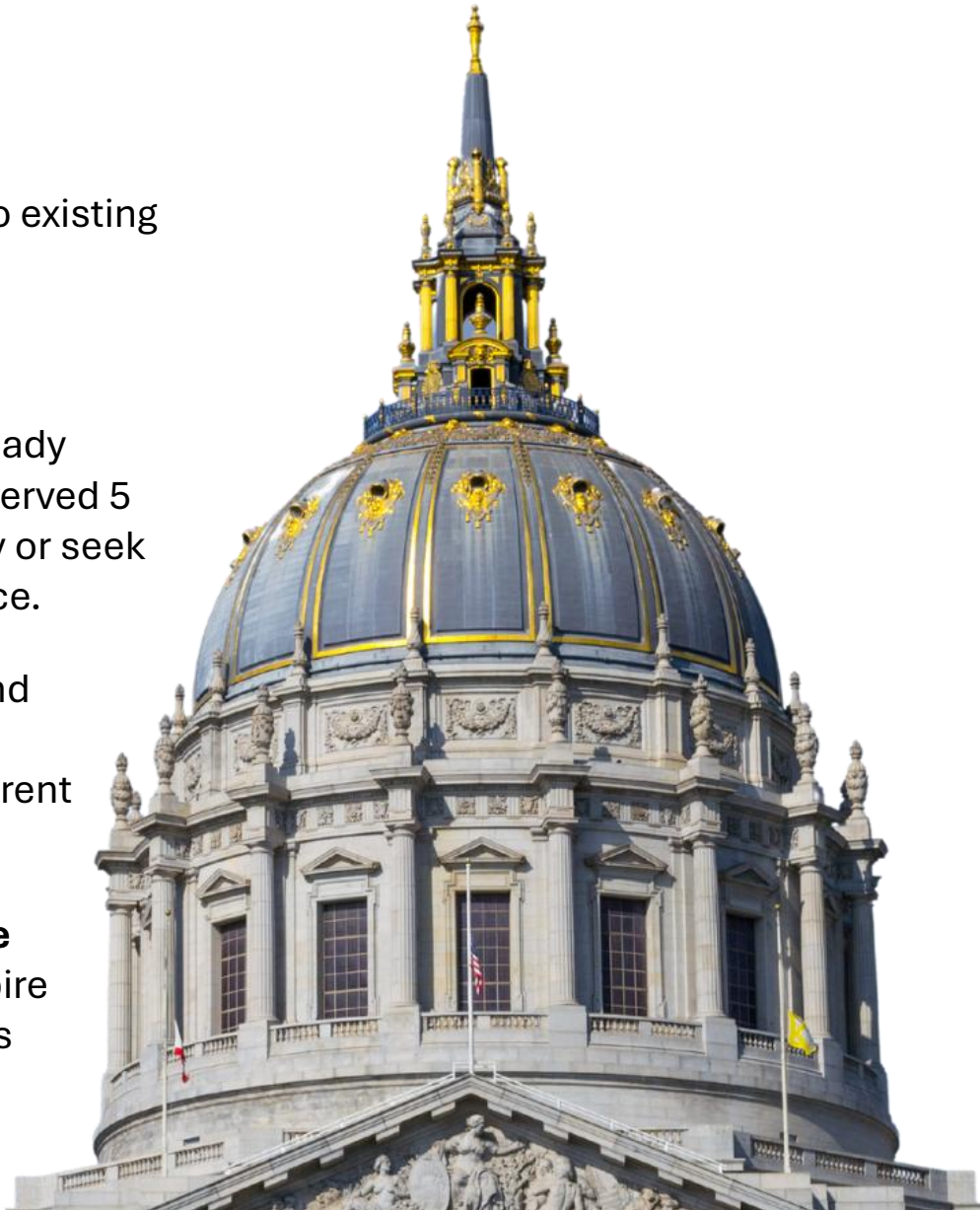
Make the new rules effective immediately. Anyone who has already exceeded the new allowable term length (for example, they have served 5 years when their new term length is 4 years) should leave the body or seek reappointment if they haven't reached their 12 years of total service.

2

Apply the new rules on a rolling basis. Once people reach the end of their current terms, their next term will adhere to the new rules. (For example, an advisory body member would complete their current term as-is but their next term would be 3 years long.)

3

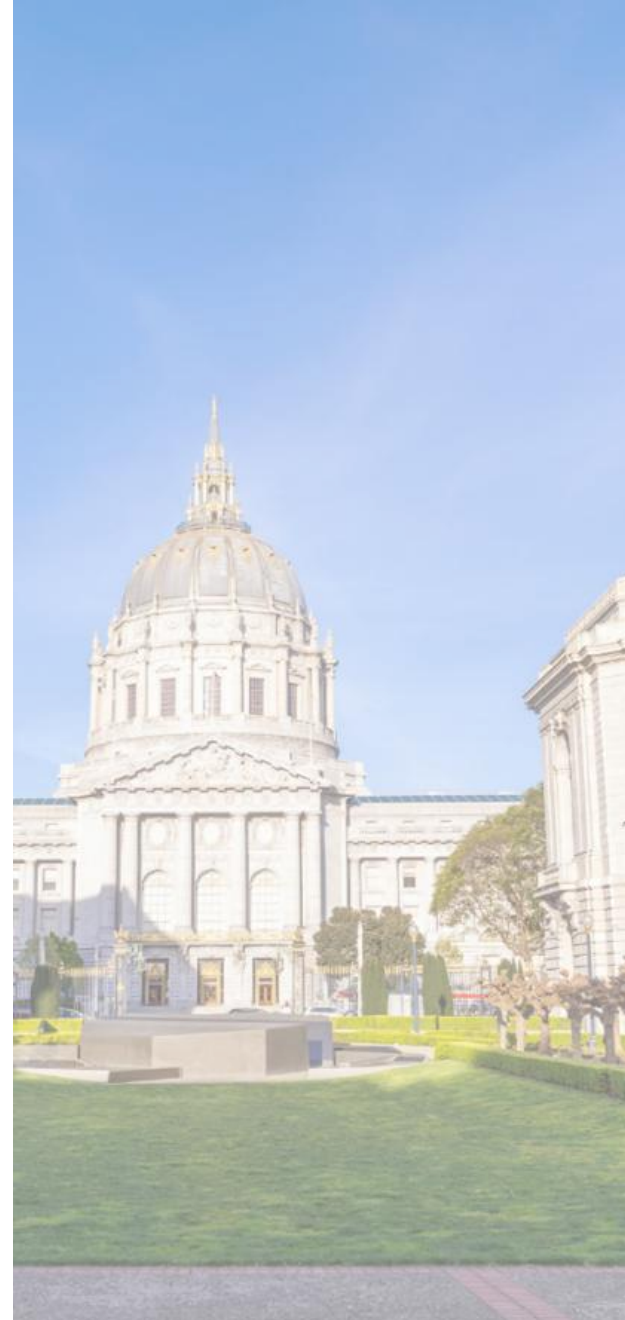
Make all terms expire at some point in the future and then have appointing authorities stagger new terms. Every term would expire on a certain date (e.g., 1/1/28), and then the appointing authorities would make new staggered appointments.



13b. Implementing Term Lengths

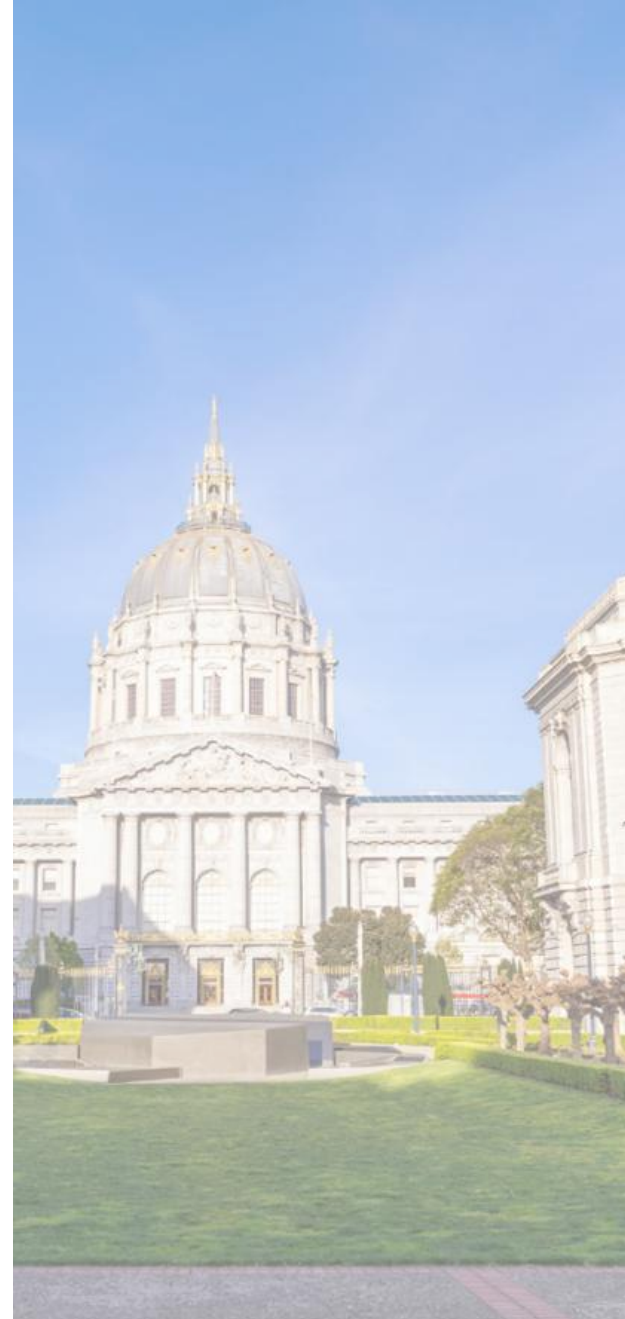
Staggering Terms Within Bodies

- **Action Item:** Consider whether to stagger terms *within* bodies.
- Particularly a concern for governance bodies, which have fewer members, and some have seats that reach term simultaneously
 - Example: Public Utilities Commission (3 of the 5 seats expire at the same time)
- The Task Force could consider staggering terms for governance bodies that don't already stagger them
 - Could mirror the Airport Commission's model: 1-2 seats expire each year
- The Task Force could also leave this up to the bodies to establish an effective process in their bylaws.



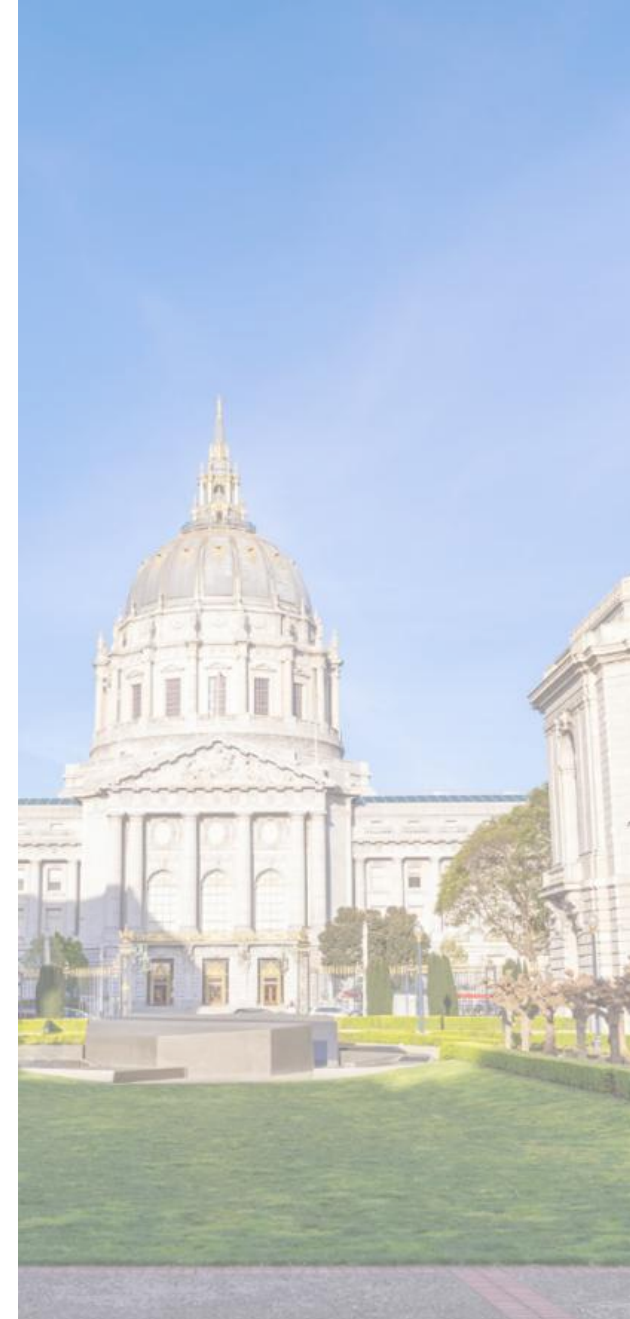
13c. Implementing Term Limits

- **Action Item:** Decide whether past terms count toward the new term limits.
 - Options:
 1. Past terms count
 2. Past terms don't count
 3. Past service will count as no more than 1 term ("partial credit")
- **Action Item:** Decide whether term limits are lifetime, or if people can be re-appointed after a gap in tenure.
 - Options:
 1. Term limits are lifetime: Any member who reaches the end of their term limits cannot be re-appointed.
 2. Term limits are reset after X number of years: Any member who reaches the end of their term limits can be re-appointed after some length of time. (Example: Ethics Commission)
- **Action Item:** Confirm that term limits are by body and not by individual. For example, a person could reach their term limit on one body and then serve on another body.



14a. Member Removal For Cause

- **Action Item:** Consider defining a different process for removing members of appeals boards and governance bodies with for-cause removal.
- Appeals bodies and certain governance bodies generally need more political insulation to be effective, so at-will removal may not be appropriate. Meanwhile, the process for for-cause removal is arduous.
- When the Charter allows for-cause removals, the bar is “moral turpitude” and/or “official misconduct.”
 - “Official misconduct” is an open-ended term that works well for purposes of defining cause; clearing this standard is a relatively low bar
- However, the current *process* can make it very difficult to remove members for cause.
- **The current process:**
 1. Appointing authority files charges
 2. Once served, member is automatically suspended
 3. Ethics Commission hearing
 4. 9 votes by the Board of Supervisors to remove the member



14a. Member Removal For Cause

Options for consideration:

1

Remove BOS vote from the process:

- a. Appointing authority files charges
- b. Once served, member is automatically suspended
- c. Ethics Commission hearing; makes final decision

2

Lower threshold for BOS vote to simple majority:

- a. Appointing authority files charges
- b. Once served, member is automatically suspended
- c. Ethics Commission hearing
- d. 6 votes by the BOS to remove the member

3

Final decision goes back to appointing authority:

- a. Appointing authority files charges
- b. Once served, member is automatically suspended
- c. Ethics Commission hearing
- d. Appointing authority makes final decision
 - Note: If BOS is appointing authority, Task Force should pick a vote threshold.

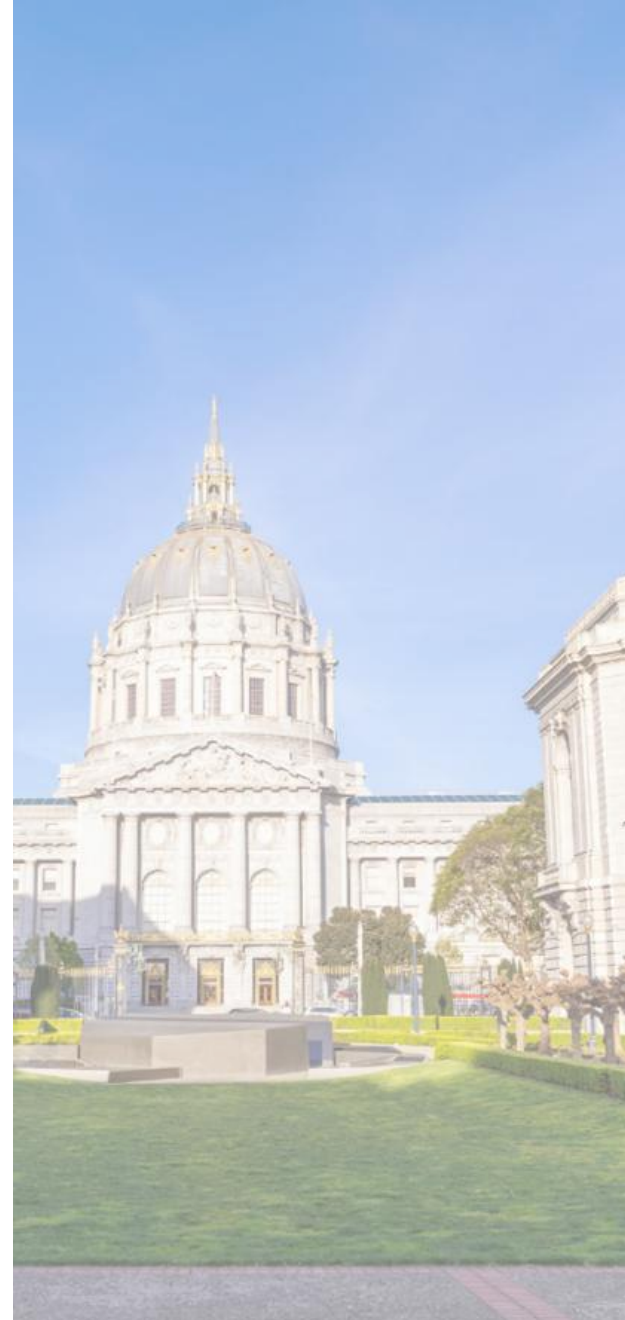
4

Remove the current process and simply say that the appointing authority can remove a member for official misconduct, while giving the member an opportunity to respond to written charges.



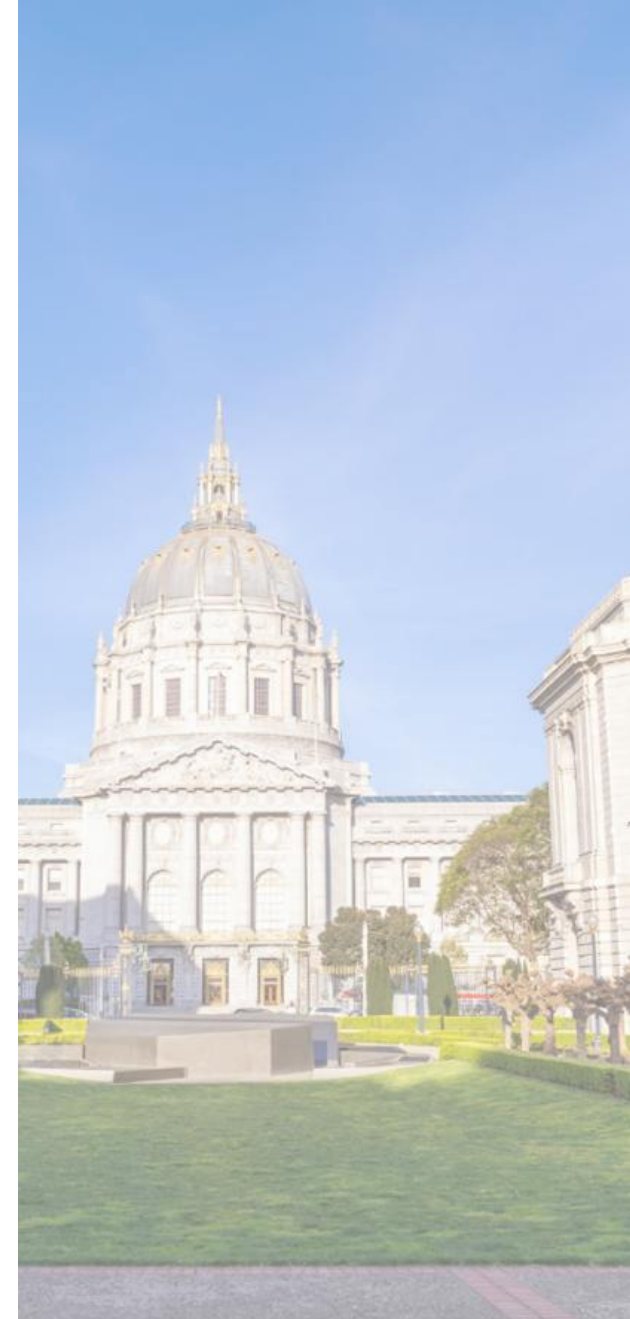
14b. Member Removal For Cause: Ethics Commission

- **Action Item:** Select an alternative process when an Ethics Commissioner is subject to for-cause removal.
- The Task Force should modify the process for the Ethics Commission so that the body isn't hearing cases on its own commissioners.
- **Staff recommendation:** In these cases, remove the Ethics Commission's role and have an Administrative Law Judge (ALJ) preside over the hearing instead.



15. Establishing New Bodies in the Future

- **Action Item:** Does the Task Force want new bodies to adhere to our templates? Which template components should be memorialized in the Charter?
- Some considerations:
 - New voter-approved bodies in the charter will always be exceptions
 - Sunset date may be the only element of the advisory committee template that makes sense to memorialize



15. Establishing New Bodies in the Future

Advisory Template

Advisory Bodies: Contribute expertise and advise City departments, elected officials, or decision-making bodies. No decision-making authority.

Component	Description	Staff Recommendation
Appointing Authority	No recommendations. Should be determined in the authorizing legislation and based on the need of the body.	✗ Nothing to Codify
Appointment Confirmations	No confirmations	? Could Codify
Size	15 members maximum	? Could Codify
Member Removal	At will	✓ Codify
Term Lengths	3 years	? Could Codify
Term Limits	4 terms (max 12 years of service)	? Could Codify
Qualifications	[Current] No recommendations. If no requirements, appointing authority must submit information on why candidate is qualified.	✗ Nothing to Codify
Establishing Authority	Administrative Code	✓ Codify
Sunset Date	3 years	✓ Codify
Required Outputs	Require statement of purpose upon creation of body, reaffirm statement of purpose if body is re-authorized upon sunset date. Provide report on activities upon sunset date, if body is considered for re-authorization.	✓ Codify

Which components to memorialize?



15. Establishing New Bodies in the Future Governance Template

Governance Bodies: Oversee departments and have the authority to make some binding decisions.

Which components to memorialize for future decision-making bodies added to code?

Component	Description	Staff Recommendation
Appointing Authority	Mayor	✓ Already Codified*
Appointment Confirmations	No confirmations; appointments are effective immediately, but BOS may veto with a 2/3 majority within 30 days (Charter § 3.100.18).	✓ Codify
Size	5-7 members	? Could Codify
Member Removal	At will	✓ Codify
Term Lengths	4 years	? Could Codify
Term Limits	3 terms	? Could Codify
Qualifications	[Current] No recommendations. If no requirements, appointing authority must submit information on why candidate is qualified.	✗ Nothing to Codify
Establishing Authority	[None enforced]	✓ Codify
Sunset Date	None	✓ Codify
Hiring/Firing Authority	Consultative responsibilities only	✓ Codify
Budget Approval Authority	Yes	✓ Already Codified
Contract Approval Authority	Retain status quo	Defer
Employee Discipline	No role, except where required by law	✓ Already Codified



*Mayor appointing authority is only codified for new governance bodies created by ordinance in the code, not for new ones created via a Charter amendment.

15. Establishing New Bodies in the Future

Appeals Board Template

Appeals Boards: Provide a forum for residents to appeal certain decisions made by the City.

Which components to memorialize?
(**Caveat:** does it make sense to distinguish appeals bodies?)

Component	Description	Staff Recommendation
Appointing Authority	[Current] No recommendations.	X Nothing to Codify
Appointment Confirmations	No changes to current bodies. For future bodies: no confirmations; appointments are effective immediately, but BOS may veto with a 2/3 majority within 30 days (Charter § 3.100.18).	✓ Codify
Size	3-7 members	? Could Codify
Member Removal	Not at will	✓ Codify
Term Lengths	4 years	? Could Codify
Term Limits	3 terms	? Could Codify
Qualifications	[Current] Require qualifications; authorizing legislation should include specifics dependent on the needs of the body.	X Nothing to Codify
Establishing Authority	[None enforced; decision deferred]	? Could Codify
Sunset Date	None; require periodic evaluation of workload and purpose.	✓ Codify
Policy-Making	No authority to set policy. May provide recommendations on code/policies.	✓ Codify



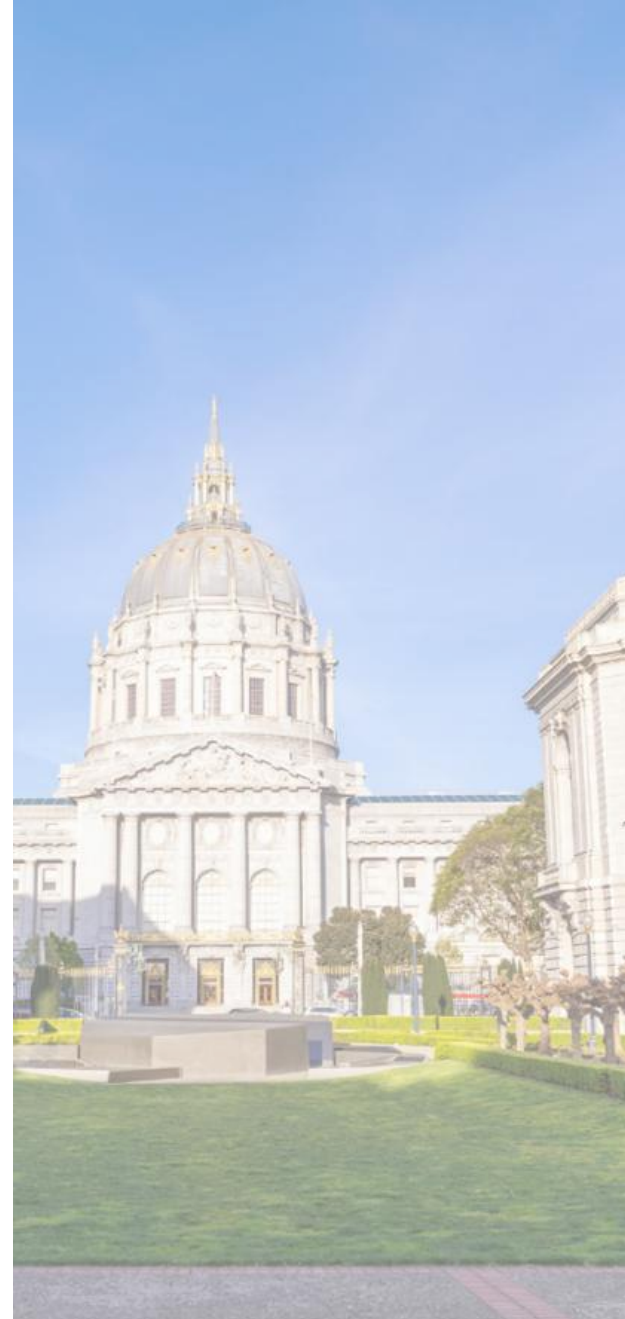
16. Application of Certain Charter Provisions

- **Action Item:** Consider whether the following provisions that currently apply to Charter bodies should be applied to all decision-making bodies, whether in the Charter or Municipal Code.
1. Charter Sec. 4.101.1 – prohibition on members seeking elective office

(a) Any member of a board, commission, or other body established by this Charter, other than a citizen advisory committee, shall immediately forfeit his or her seat on the board, commission, or body upon filing a declaration of candidacy for any State elective office, any elective office referenced in Section 13.101, or the Bay Area Rapid Transit Board of Directors.
 2. Charter Sec. 4.101.5 – limitations on hold-over service by members

(b) Limitations on Hold-Over-Service. Except as otherwise provided in this Charter, the tenure of a member of any Charter Commission shall terminate no later than 60 days after the expiration of the member's term, unless the member is re-appointed. A member may not serve as a hold-over member of a Charter Commission for more than 60 days after the expiration of his or her term. The tenure of any person sitting as a hold-over member on the effective date of this amendment shall terminate no later than 60 days after the effective date of this amendment.
 3. Admin. Code Sec. 67.16 – requirement to record meeting minutes

The clerk or secretary of each board and commission enumerated in the Charter shall record the minutes for each regular and special meeting of the board or commission. The minutes shall state the time the meeting was called to order, the names of the members attending the meeting, the roll call vote on each matter considered at the meeting, the time the board or commission began and ended any closed session, the names of the members and the names, and titles where applicable, of any other persons attending any closed session, a list of those members of the public who spoke on each matter if the speakers identified themselves, whether such speakers supported or opposed the matter, a brief summary of each person's statement during the public comment period for each agenda item, and the time the meeting was adjourned. Any person speaking during a public comment period may supply a brief written summary of their comments which shall, if no more than 150 words, be included in the minutes.



A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a spire. The building is set against a clear blue sky. A dark green rectangular box is overlaid on the left side of the image, containing white text.

Deferred Decisions & Consistency Checks

Part 2

Commission Streamlining Task Force

December 3, 2025

Today's Discussion

- Over the past few months of public meetings, **the Task Force has deferred certain decisions to a later meeting**
- We held one such meeting on 11/19, and today's meeting is part two
- We will be talking about:
 - a. Deferred decisions on specific public bodies
 - b. Consistency checks and cleanup across bodies



Overview of the Task Force's Decisions

150 total bodies
(116 active, 34 inactive)

150 decisions made

- Keep: 78
- Eliminate: 68¹
- No recommendation: 2²
- Deferred: 2³

“Decision-Making Bodies”

Body Category	Keep				Eliminate ¹	No Rec. ²	TBD ³	Total
	In Charter	Move to Code	In Code	TBD Est. Auth.				
Governance	15	8	3	2	3			31
Appeals & Regulatory	3	3	4		2		1	13
Other	3		3	1	1		1	9
Advisory		4	18		52	1		75
Staff Working Group		3	8		10	1		22
Current Total	21	18	36	3	68	2	2	150

Notes:

1. 34 were inactive bodies no longer meeting; 34 were active
2. No recommendations for Joint Zoo Committee (only exists in an MOU between RPD and the Zoo) and the Sentencing Commission (sunsetting in mid-2026)
3. Commission Streamlining Task Force (for 12/18 meeting); Ethics Commission (for 1/14 meeting)

Agenda

1

Body-Specific Deferred Decisions

Arts and Building Inspection Commissions

1. Arts Commission
2. Building Inspection Commission



Aging, Homelessness, and Children's Services Bodies

3. Homelessness Oversight Commission
4. Disability and Aging Services Advisory Council
5. Service Provider Working Groups (SPWGs)
6. Juvenile Justice Coordinating Council

General Administration and Finance Bodies

7. Ballot Simplification Committee

2

Cleanup and Standardization



8. Cleaning Up Seat Qualifications
9. Staggering Sunset Dates
10. Preview of Changes to Charter § 4.101-4.104

AGENDA
ITEM

5

AGENDA
ITEM

6

AGENDA
ITEM

7

AGENDA
ITEM

8

Arts and Building Inspection Commissions

(2 deferred decisions)



1. Arts Commission

Recap of 10/1 Meeting Discussion:

- Task Force Members deferred decision on Art Commission
 - Decided to keep and move to the Administrative Code from the Charter
 - Wanted more information before deciding whether to recommend it **remain a governance body** or **convert to an advisory body**
- Requested staff to summarize what would happen to specific duties if the Arts Commission was converted to an advisory body



1. Arts Commission

Purpose	Oversees public art, cultural funding, arts programs, and design review of City structures.
Current Type	Governance
Outcome	Combine or eliminate (may combine with other arts-related commissions, recommend the new Arts Agency to perform functions, defer decision-making pending details about new Arts Agency, or eliminate completely) Keep
Template Alignment	TBD
Exceptions	None
Other	None



1. Arts Commission

Key Functions	Align to Governance Template	Align to Advisory Template
Civic Design Review	? TBD – may retain role; may assign to Planning Department staff	✗ No role Assign to Planning Department staff
Civic Art Collection oversight	No changes	i Provide advice and recommendations Department Director oversees collection
Review and approve art installations	No changes	i Provide advice and recommendations Department Director has final approval
Gallery installations oversight	No changes	i Provide advice and recommendations
Cultural center oversight	Minimal changes - approves uses through RFPs ¹	i Provide advice and recommendations Department Director and staff oversee and approve
Administration of Public Art Trust and other funds	No changes	i Provide advice and recommendations Oversight through standard City processes
Contract/grant approval	? TBD based on Task Force discussion on status quo (in later agenda item) ¹	✗ No approval role; may hear regular reports/updates Department Director (and BOS) approve contracts/grants
Budget approval	No changes	✗ May hear regular reports/updates
Department head hiring/firing	i Consultative responsibilities only	✗ May hear regular reports/updates Mayor has authority

Legend: i Change to advisory responsibilities from decision-making responsibilities

✗ Commission no longer has a role

¹ Contract/grant approval is a component of cultural center oversight. If approval authority removed, **Department Director** (and BOS) approve contracts/grants

1. Arts Commission

Civic Design Review (CDR)

Overview

- **Charter mandates** that Arts Commission review the exterior architecture and design of structures on City land or extending over City land.
- Civic Design Review **Committee** have responsibility for CDR
- Requires **qualifications** for 3/5 seats: a landscape architect and two architects.
- **4-stage review process** for projects over \$5m (shorter review for smaller projects)
- **This is atypical** – when peer cities require this review it is no longer done by Arts Commissions



Potential Change

CDR could move to the Planning Department. Has staff with required design expertise.

Benefits

- Prioritizes speed and efficiency
- Fewer departments involved in process
- More flexibility for Arts Commission appointments

Considerations

- Public input opportunities
- Costs
- Assessing artistic value of buildings
- Tracking Art Enrichment Ordinance compliance

1. Arts Commission

Task Force to decide whether to align to governance commission or advisory committee template.

Template component	Current State	Align to <u>Governance</u>	Align to <u>Advisory</u>
Number of Members	15	Reduce to 7	No change
Appointing authority	Mayor	No change	No change
Appointment confirmations	None, BOS may reject with 2/3 majority within 30 days.	No change	No change
Member removal	At will	No change	No change
Term length	4 years	No change	Reduce to 3 years
Term limits	None	Add limit of 3 terms	Add limit of 4 terms
Qualifications	Body-level qualifications apply to 11 members. 4 have none	TBD based on CDR: 2 architects and 1 landscape architect Make other qualifications desirable for all members	Remove architect/landscape architect qualifications Make other qualifications desirable for all members
Establishing authority	Charter	Administrative Code ¹	Administrative Code ¹
Sunset date	None	No change	3 years

¹Task Force voted to recommend this change in 11/1 meeting

2. Building Inspection Commission (BIC): Overview of Body and Proposed Outcomes

Purpose	Oversees the Department of Building Inspection, sets policy, hears appeals, and sits as the Abatement Appeals Board.
Current Type	Governance
Outcome	Keep
Template Alignment	TBD
Exceptions	None
Other	None

2. Building Inspection Commission (BIC): Recap of Dept. of Building Inspection (DBI) Body Decisions

Body	Purpose	Task Force Decision	Outstanding Task Force Decisions
Abatement Appeals Board	Hears and decides appeals on DBI orders to fix unresolved building code violations or disputed final assessment bills	Eliminate – transfer functions to Board of Appeals	N/a
Access Appeals Commission	Conducts hearings on DBI's interpretations of disability access regulations and enforcement	Keep – transfer to Board of Appeals as a subcommittee; move to Administrative Code	n/a
Board of Examiners	Reviews and approves new construction materials and methods, considers variances from building code requirements, provides code interpretations, and hears appeals of abatement orders involving construction safety or technical code questions	Eliminate – transfer appeals functions to Board of Appeals	N/a
Building Inspection Commission (BIC)	Oversees the Department of Building Inspection (DBI), recommends candidates for DBI Director, sets policy, hears various appeals on issues leading up to the issuance of building permits, and sits as the Abatement Appeals Board	Defer decision – to be decided today!	Make advisory?
Code Advisory Committee	Advises the BIC on building codes, related rules and regulations, and proposed ordinances that may affect construction permits	Eliminate – may meet as a passive meeting body	N/a
Structural Advisory Committee	Provides independent expert review to the Director of Building Inspection on the design and construction of buildings with special features or special design procedures	Eliminate – may meet as a passive meeting body	N/a

2. Building Inspection Commission (BIC): Potential Conversion to Advisory

- Voters created BIC in 1994 through Proposition G, which also established the Department Building Inspection (DBI) by moving the Bureau of Building Inspection out of the Department of Public Works due to concerns of mismanagement, lack of accountability, and insufficient attention to building safety
- Voters opted to reform BIC through Proposition B in June 2022

	Before Prop B	Current (After Prop B)
DBI Director Hiring	Appointed by BIC	Out of three nominations from the BIC, the Mayor appoints the Director of the Department of Building Inspection (DBI)
Mayoral Appointments	Must include a structural engineer; a licensed architect; a residential builder; and a representative of a nonprofit housing developer	Two must be either a structural engineer, an architect or a residential builder; and two do not have any required qualifications
President of the Board of Supervisors Appointments	Must include: a residential tenant; a residential landlord; and a member of the public	One must be either a residential tenant or a current or former employee of a nonprofit housing organization; and two do not have any required qualifications
Appointment Confirmations	None	All commissioner nominations are subject to approval by the Board of Supervisors



2. Building Inspection Commission (BIC): Potential Conversion to Advisory

- **Action Item:** Would the Task Force like to pursue converting the BIC to an advisory body?
- The following governance/decision-making functions would change if BIC were made into an advisory body ([Charter § 4.121](#)):

Current Governance Functions		Recommendation if made into an Advisory Body
1	Oversee DBI	• Serve as a public forum to allow people to engage transparently with the department
2	Ensure that buildings are constructed and repaired up to code	• Revert duty to DBI Director • Hear reports on Building Inspection Division performance metrics • Transfer Residential Hotel Amortization Extension application* hearings to the Board of Appeals
3	Ensure that buildings are safe for people	• Review proposed BOS legislation on behalf of DBI and recommend amendments to BOS via DBI • Hear reports and data on health and safety compliance and comment on the resolution rate or approach • Transfer appeals of the Expanded Compliance Control designation, an extra oversight process for property owners in poor standing with the City, to Board of Appeals
4	Ensure that people have heat and hot water	• Hear reports and data on enforcement and comment on the resolution rate or approach
5	Review and overturn or change DBI decisions whether construction work is complete and meets City requirements	• No role
6	Nominate three qualified candidates to serve as DBI Director	• No role

*Hears and decides appeals on DBI Transfer Residential Hotel Amortization Extension application decisions. The one-time application enabled residential hotels to transition from only short-term stays to long-term use and were due in October 2024.

2. Building Inspection Commission (BIC): Potential Conversion to Advisory

- **Continued Action Item:** Would the Task Force like to pursue converting the BIC to an advisory body?
- Currently BIC has budget approval authority but does not revise DBI's budget, so no tangible changes would be necessary
- Currently BIC does not approve DBI contracts, so no changes would be necessary
- Three key BIC functions are no longer relevant because of the Task Force's previous votes:

Function	Past State	Future State
Ensure the enforcement of local, state, and federal disability access laws	BIC role overlapped with the Access Appeals Commission	Transferred to Board of Appeals as a subcommittee
Constitute Abatement Appeals Board	BIC serve as Abatement Appeals Board	Board of Appeals subsumed Abatement Appeals Board functions
Appoint and remove members of the Board of Examiners, Access Appeals Commission, and Code Advisory Committee	BIC appointed and removed commissioners	Board of Appeals subsumed the Board of Examiners and Access Appeals Commission functions; Code Advisory Committee eliminated, may meet as a passive meeting body



2. Building Inspection Commission (BIC): Potential Conversion to Advisory

Template component	Current State	Advisory Committee Template	Currently Aligned?
Number of Members	7	15 maximum	Yes – could add seats
Appointing authority	Mayor (4 seats) and Board of Supervisors President (3 seats)	N/A	Yes
Appointment confirmations	Yes	None	No – remove confirmation process
Member removal	For cause	At will	No – change to at will
Term length	2 years	3 years maximum	No – 3 years
Term limits	None	Case-by-case	No – 4 terms
Qualifications	Mayor: 2 seats must be a structural engineer, architect, or residential builder; Board of Supervisors President: 1 seat must be a residential tenant or employee of a non-profit housing organization	None required	Yes – make desirable at body level
Establishing authority	Charter	Administrative Code	No – move to Administrative Code
Sunset date	None	3 years	No – add a sunset date
Hiring and firing authority	Nominate Director of DBI; sole authority to fire Director of DBI	N/A	No – consultative role only
Contract approval authority	No	N/A	Yes
Budget approval authority	Yes	N/A	No – remove



Aging, Homelessness, and Children's Services

(4 deferred decisions)



3. Homelessness Bodies

Recap of 10/15 decisions:

- Task Force Members voted to **keep the Homelessness Oversight Commission (HOC), combine** it with the **Local Homelessness Coordinating Board (LHCB)**, convert it to an **advisory committee**, and **eliminate** the other three bodies.¹
- Task Force voted to partially align to advisory committee template.
- Requested **proposal** for structure (members, appointments, and qualifications) that aligns with advisory body template and meets federal requirements for CoC Board

¹ Our City Our Home Oversight Committee, Shelter Grievance Advisory Committee, and Shelter Monitoring Committee



3. Homelessness Bodies

	Homelessness Oversight Commission (HOC)	Local Homeless Coordinating Board (LHCB)	Shelter Grievance Advisory Committee	Shelter Monitoring Committee	Our City, Our Home Oversight Committee (OCOH)	New Homelessness Advisory Board
Number of Members	7	11	13	12	9	7
Appointing authority	Mayor (4 seats) BOS (3 seats)	HOC	HOC (12 seats) Director of Health (1 seat)	HOC	Mayor (4 seats) BOS (4 seats) Controller (1 seat)	Mayor (4 seats) BOS (3 seats)
Qualifications	Specific qualifications around lived and professional experience	Body-level broad qualifications	Specific qualifications around lived and professional experience	Specific qualifications around lived and professional experience	Specific qualifications around lived and professional experience	Body-level qualifications; lived and professional experience ¹

+ CoC Subcommittee

¹Proposed Qualifications:

- 2 homeless or formerly homeless people (Mayor and BOS each appoint one).
 - 5 people with experiencing serving or advocating for one or more relevant homeless subpopulations in San Francisco.
- Desirable to have at least one member who has experience with each primary component of the homelessness response system, such as temporary shelter, housing, and prevention.

3. New Homelessness Advisory Board

Key Considerations:

- Maximizing points in CoC application:
 - Ongoing issue, especially given current federal government uncertainty
 - Board membership should be **nimble** to meet changing requirements
- CoC members should have role in determining who sits on the CoC Board
- CoC Board should be able to make decisions on behalf of the CoC

Proposal:

Homelessness Advisory Board

Details

- 7 members
- Standard 4-year terms; 3 term limits
- Advisory role for HSH-related items

Continuum of Care Subcommittee

Details

- 2 HAB members as co-chairs
- 7-11 additional members (flexible membership numbers)
 - Nominated by CoC members, based on process that CoC members develop. Appointed by HAB.
 - 1-year terms; 12 term limits
 - Primary role is input into NOFO, other CoC related activities
 - Decision-making role for CoC-related items

3. New Homelessness Advisory Board

Template component	New Homelessness Advisory Board	CoC Subcommittee
Number of Members	7	9-13 (flexible)
Appointing authority	Mayor (4) BoS (3)	CoC Members nominate HAB appoints
Appointment confirmations	None	None
Member removal	At will	At will
Term length	4 years	1 year
Term limits	3 terms	12 terms
Qualifications	• 2 homeless or formerly homeless people (Mayor and BOS each appoint one). • 5 people with experiencing serving or advocating for one or more relevant homeless subpopulations in San Francisco. Desirable to have at least one member who has experience with each primary component of the homelessness response system, such as temporary shelter, housing, and prevention.	• 2 HAB members as co-chairs • 7-11 members with experiencing serving or advocating for one or more relevant homeless subpopulations in San Francisco and/or meet the federal requirements for CoC Boards as outlined in federal documentation.
Establishing authority	Administrative Code	Administrative Code (Under HAB)
Sunset date	None	None (Under HAB)

4. Disability and Aging Services Advisory Council

Recap of 10/15 Meeting Discussion:

- Task Force Members voted to **keep Disability and Aging Services Commission, combine the Advisory Council and Dignity Fund Oversight and Advisory Committee**, and eliminate 2 other advisory bodies¹
- Requested proposal for **Advisory Council structure** (members, appointments, and qualifications) that aligns with advisory body template and meets needs of DAS and advocates

¹ Dignity Fund Service Providers Working Group (SPWG), Long Term Care Coordinating Council (LTCCC – inactive)



4. Disability and Aging Services Advisory Council

	Advisory Council	Dignity Fund OAC	New Advisory Council
Number of Members	22	11	15 – 22 seats
Appointing authority	DASC (11 seats) BOS (11 seats)	DASC (2 seats), Advisory Council (3 seats), LTCCC (3), Mayor (3 seats)	BOS (11 seats) DASC (8 seats; 2 commissioners, 6 other appointees) Mayor (3 seats)
Qualifications	Body-level broad qualifications	Members of DASC, Advisory Council, and LTCCC	- Over 50% of members must be over the age of 60* - The Council shall include service providers, older persons with the greatest socio and economic need, people with disabilities, consumers, and others specified by federal regulation. - Appointing authorities must identify appointees by consulting with or soliciting input from organizations that represent the disability community, older adults, and service providers.

Other template alignment:

Appointment confirmations	None
Member removal	At will
Term length	4 years
Term limits	3 terms
Establishing authority	Administrative Code
Sunset date	None

*Current qualification for the Advisory Council; aligned with federal requirements

5. Service Provider Working Groups (SPWGs)

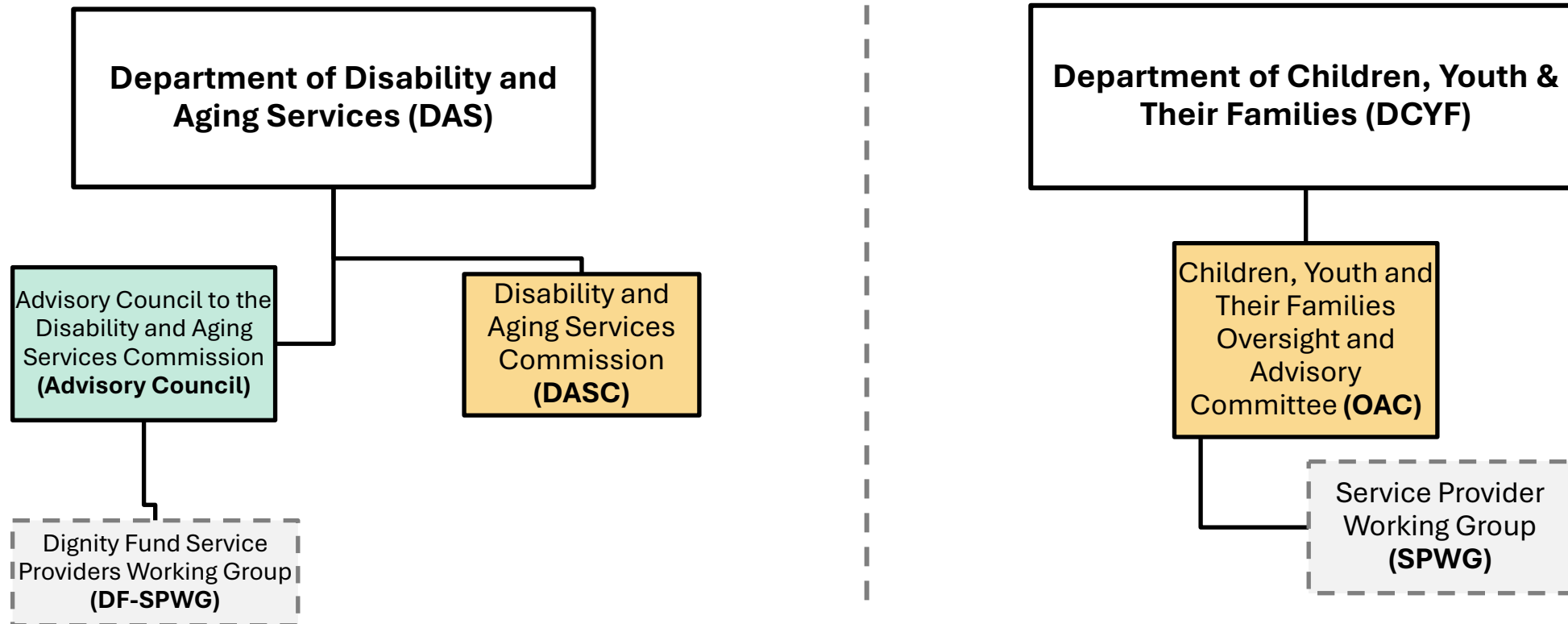
Recap of 10/15 Meeting Discussion:

- Two similar SPWGs: one for children's services (SPWG) and one for Dignity Fund providers (DF-SPWG). Each is currently out of compliance with the Brown Act.
 - Task Force Members voted to eliminate both bodies but requested a **proposal for ensuring department engagement with service providers**
-
- Staff consulted with service providers, departments, and advocates to discuss options.
 - Slides include both a proposal for adding language mandating service provider engagement and a service provider vision to bring DCYF SPWG into compliance with the Brown Act.



5. Service Provider Working Groups (SPWGs)

Different options may be appropriate for DAS and DCYF: current recommended changes leave both with governance bodies; only DAS has an advisory body too. DAS also meets monthly with external advocacy organizations.



5. Service Provider Working Groups (SPWGs)

Option 1: Remove SPWGs from Charter; add language mandating department engagement with service providers (Task Force initial decision)

- Remove language in each charter section specifying the creation of a SPWG.
- Add the following language to the Administrative Code:
 - [DAS/DCYF] must consult with and solicit input from service providers at key decision points in department planning processes, such as needs assessments, strategic plan development, and budget development. The department must plan this engagement such that it may meaningfully shape department strategy.
 - [The Advisory Council/DCYF OAC] must include agenda items providing service provider feedback on a regular basis.



5. Service Provider Working Groups (SPWGs)

Option 2: Conform to DCYF SPWG advisory committee template

	Current State	Proposed Changes
Number of Members	295	7
Appointing authority	Self appointing	Children, Youth, and Their Families Oversight and Advisory Committee
Qualifications	Persons actively providing services to children, youth, and their families	Persons actively providing services to children, youth, and their families
Appointment confirmations	None	None
Member removal	Does not appear to have a process	At will
Term length	None	3 years
Term limits	None	4 terms
Establishing authority	Charter	Administrative Code
Sunset date	None	2 options: • 3-year sunset date • Sunset with Children's Baseline in 2041

6. Juvenile Justice Coordinating Council

- **Action Item:** Decide which seats to remove from the Juvenile Justice Coordinating Council (JJCC).
- On 9/3, the Task Force partially aligned the JJCC to the advisory committee template by reducing membership from 20 to 15 seats.
 - Now, it should decide which seats to remove.
- **Staff recommendation:** Per Juvenile Probation Department leadership, removing 5 seats would be difficult, but removing 4 (for a total of 16 seats) is feasible. Seats to remove:
 1. Department of Recreation and Parks
 2. Mayor's Office of Housing and Community Development
 3. Adult Probation Department (1 of 2)
 4. Juvenile Advisory Council
- Fewer City departments; keeps the same number of CBOs to ensure adequate community involvement



General Administration and Finance

(1 deferred decision)



7. Ballot Simplification Committee

Recap of 11/3 Meeting Discussion:

- Recommended keeping the Ballot Simplification Committee
- Currently, appointing authorities must solicit nominations from specific organizations. Task Force requested a proposed **revised appointment structure to eliminate nomination requirement** and **review of required qualifications**.
- Task Force recommended aligning to the advisory committee template by adding term limits; requested additional information on **potential impact of adding term limits**.



7. Ballot Simplification Committee

Appointments

Current	Proposed Change
• <u>Mayoral appointees</u>: 1 nomination from the Northern California Newspaper Guild; 1 nomination by Superintendent of Schools of the San Francisco Unified School District • <u>BOS appointees</u>: 2 nominations from the National Academy of Television Arts and Sciences, Northern California Chapter, or the Northern California Broadcasters Association; 1 nomination from the League of Women Voters of San Francisco	• <u>SFUSD Superintendent</u> shall appoint a member; it is desirable that this person have professional experience related to reading education. Task Force to decide if SFUSD should appoint or nominate • <u>Mayor (2 seats)</u> and <u>BOS (2 seats)</u> shall consult with or solicit input from nonpartisan organizations that represent professional journalists or focus on voting rights/free and fair elections to identify appointees.

Qualifications

Current	Proposed Change
• Registered San Francisco voter, understand ballot issues, and have writing skills and training which provide for a high capability in written communication to the general public. • SFUSD appointee must be an educational reading specialist.	• Retain first set of qualifications • SFUSD appointee desirable to have professional experience related to reading education

Term Limits

Current	Proposed Change
None	Task Force recommended 12-year limit (6 terms) Staff recommend no term limits

Cleanup and Standardization

(2 deferred decisions,
1 informational item)

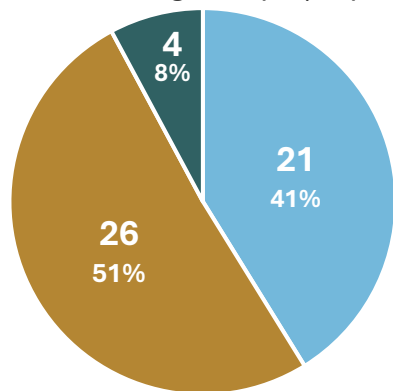


8. Seat Qualifications: Overview of the Current State

- Of the **78** bodies that the Task force has retained:
 - 4 are staff working groups with strictly staff membership
 - 7 have state or federally mandated seat qualifications
 - 16 don't have any seat qualifications
- **That leaves 51 bodies with locally imposed* seat qualifications:**

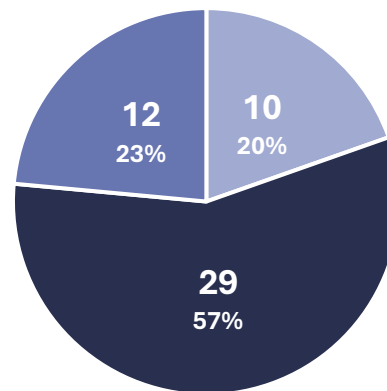
By Body Category

- Advisory
- Decision-Making
- Staff Working Groups (w/ public members)



By Qualification Type

- Body-Level Qualifications
- Seat-Level Qualifications
- Mix of Both



Desirable (rather than mandatory) qualifications:

1. Asian Art Commission
2. Film Commission
3. Fine Arts Museums Board of Trustees
4. Southeast Community Facility Commission
5. War Memorial Board of Trustees



Accompanying Handout:
Attachment A

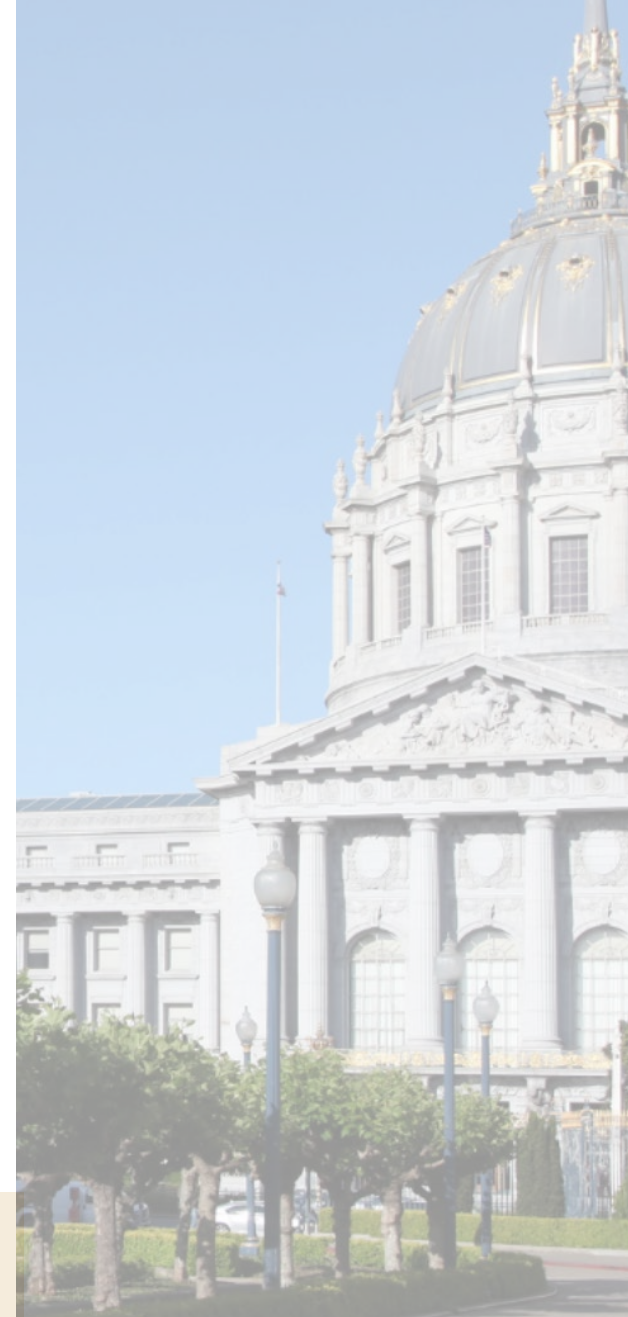
*Two of the advisory bodies have a mix of local and state requirements (Behavioral Health Commission, Disability and Aging Advisory Council)

8a. Seat Qualifications: Opportunities for Cleanup and Clarification

- **Action Item:** Consider whether to further update seat qualifications.
- There is currently **no consistent structure** for seat qualifications for the City's policy bodies.
 - Mandatory vs. desirable, body-level vs. seat-specific, etc.
- Member qualifications can help ensure that the right people are at the table, but they can also make it difficult to fill seats in a timely manner.
- More recently, **the Task Force started applying body-level, desirable qualifications**, though it has only done so for these bodies:
 - Children, Youth and Their Families Oversight and Advisory Committee (10/15)
 - Citizens' General Obligation Bond Oversight Committee (11/5)
 - Disability and Aging Services Commission (10/15)
 - Health Service Board (11/5)
 - Historic Preservation Commission (10/1)



Accompanying Handout:
Attachment A



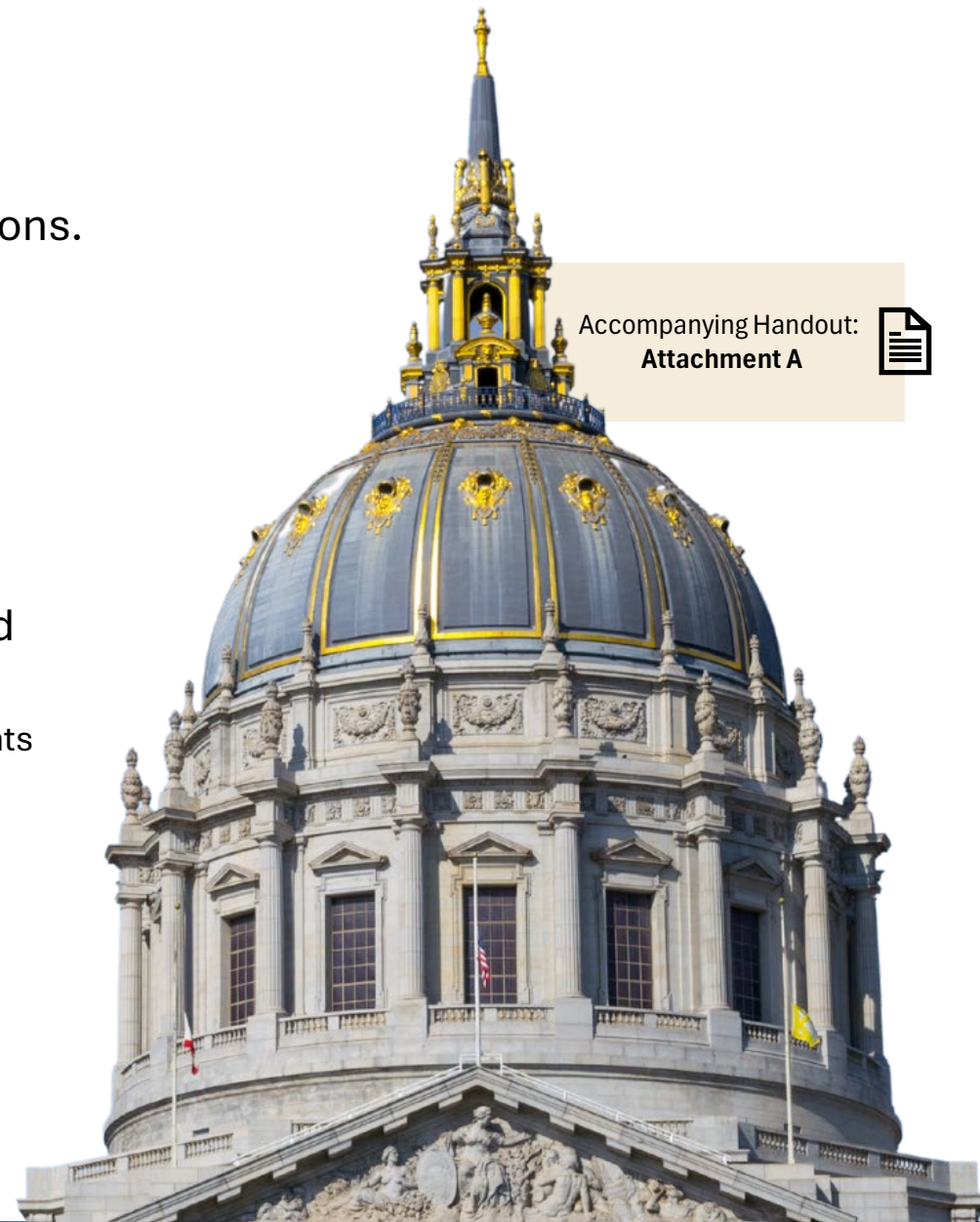
8a. Seat Qualifications: Opportunities for Cleanup and Clarification

- **Action Item:** Consider whether to further update seat qualifications.

Options include:

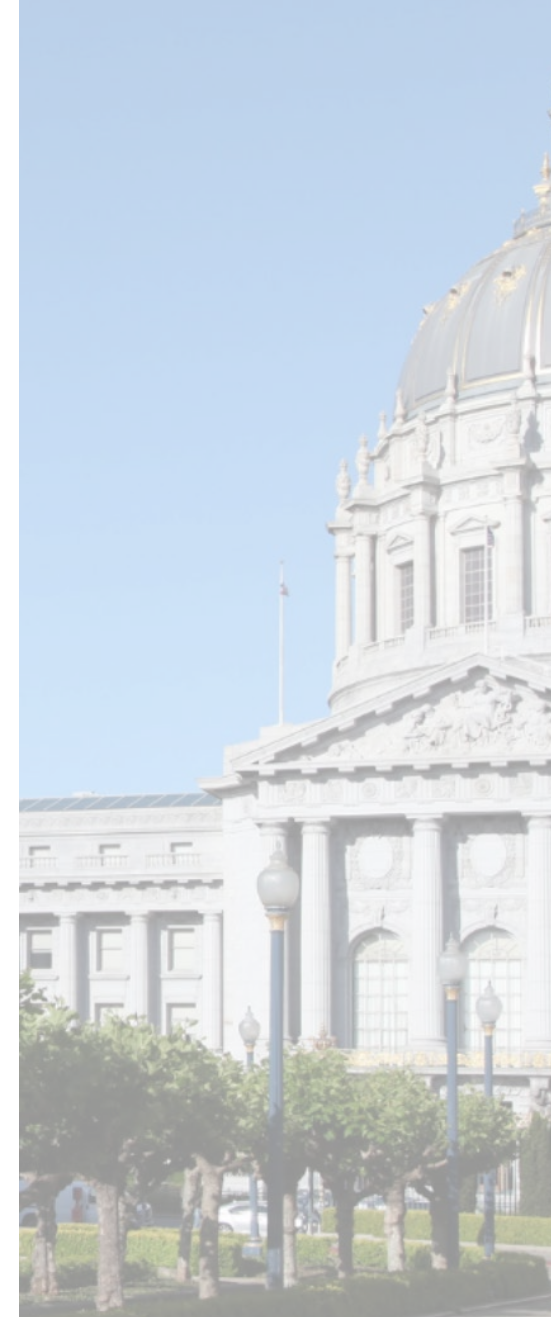
- 1 Require that all bodies take one of two paths:
 - 1) No seat qualifications, or
 - 2) Seat qualifications are desirable at the body level.
- 2 Group the bodies (e.g., based on type or department) and define qualifications that should apply to each grouping.
 - Potential consideration: Advisory bodies may benefit from having seats reserved for external, non-City voices.
- 3 Go through the list of bodies one-by-one and decide on each of their qualifications.
- 4 Uphold the Task Force decisions already made.

Accompanying Handout:
Attachment A



8b. Seat Qualifications: Additional Cleanup

1. **Action Item:** Depending on its decision for the prior slide, the Task Force may need to specify who appoints certain seats on three bodies:
 - i. **Small Business Commission**
 - *Appointments:* Mayor appoints 4, BOS appoints 3
 - *Qualifications:* 5 members must be owners/operators of small businesses; 1 may be a former owner/operator; 1 may represent a neighborhood economic development org or be an expert in small business finance.
 - ii. **Immigrant Rights Commission**
 - *Appointments:* Mayor appoints 4, BOS appoints 11
 - *Qualifications:* 8 members must be immigrants to the United States.
 - iii. **MTA Citizens' Advisory Council**
 - *Appointments:* Mayor appoints 4, BOS appoints 11
 - *Qualifications:* 10 members must be regular Muni riders; 2 members must use Muni's paratransit system; 3 members must be over 60.
- These advisory bodies have seat-specific qualifications with split appointments, and code does not currently specify who has appointing authority over which seats.
2. **Action Item:** Clarify and potentially standardize decisions for Human Services Commission (HSC) and Disability and Aging Services Commission (DASC) qualifications.
 - Though Task Force members said they wanted decisions on HSC and DASC to align, it removed HSC's qualifications and made DASC's qualifications body-level and desirable.

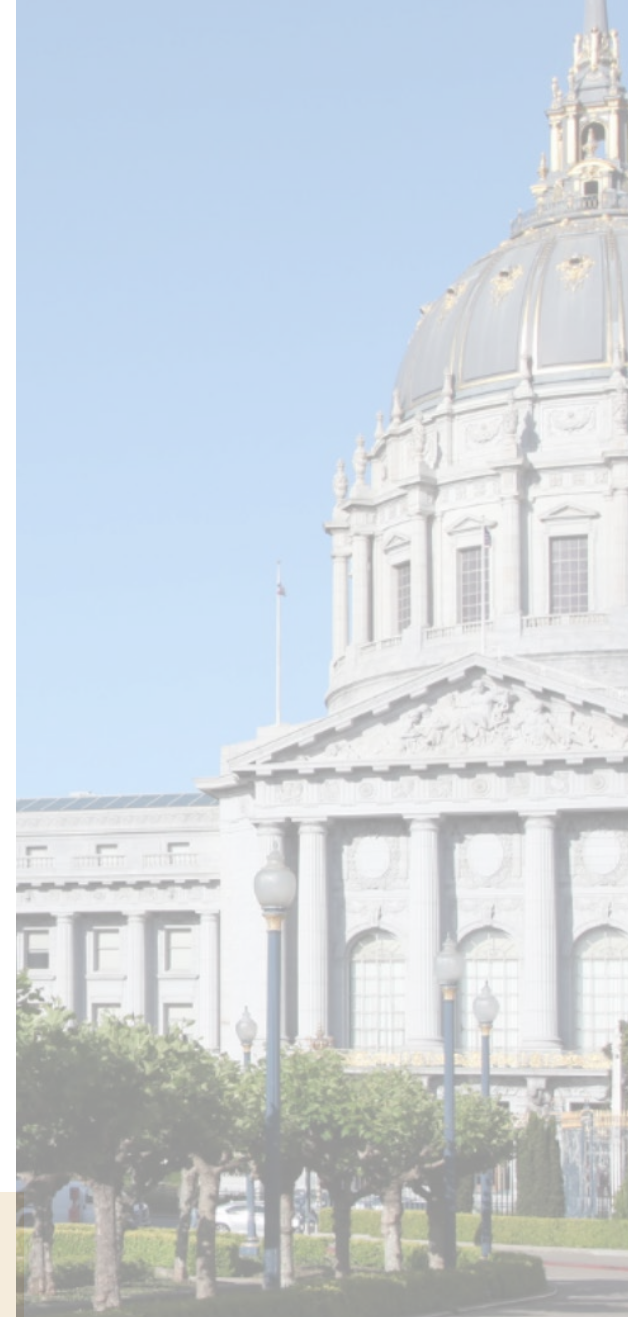


9. Staggering Sunset Dates

- **Action Item:** Decide whether and how to stagger the sunset dates for advisory bodies.
 - Doing so will ensure that not all bodies reach their expiration at once.
- After the Task Force's initial rounds of decisions, **12** bodies now have sunset provisions:
 1. Cannabis Oversight Committee (*prior sunset of 2027 was retained*)
 2. Commission of Animal Control and Welfare
 3. Commission on the Environment
 4. Free City College Oversight Committee (*prior sunset of 2029 was retained*)
 5. Municipal Transportation Agency Citizens Advisory Council (CAC)
 6. Park, Recreation, And Open Space Advisory Committee (PROSAC)
 7. Public Utilities Citizens' Advisory Committee
 8. Small Business Commission
 9. SOMA Community Stabilization Fund CAC
 10. South of Market Community Planning Advisory Committee
 11. Sweatfree Procurement Advisory Group
 12. Veterans' Affairs Commission



Accompanying Handout:
Attachment B



9. Staggering Sunset Dates

- **Action Item:** Decide whether and how to stagger the sunset dates for advisory bodies.

Options include:

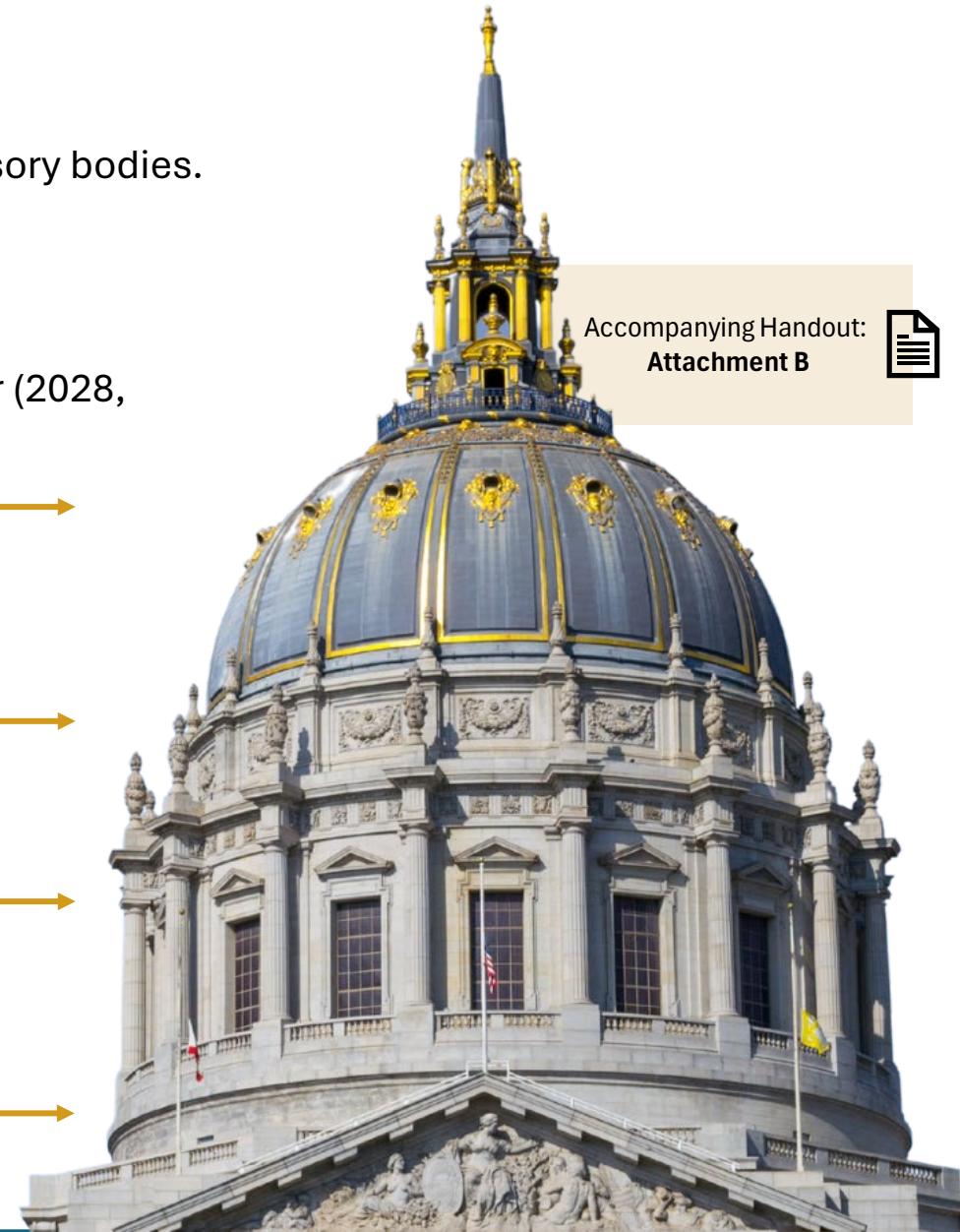
- 1** **Six groupings:** 2-3 bodies sunset on January 1 and July 1 each year (2028, 2029, 2030)

- 2** **Three groupings:** 4-5 bodies sunset on January 1 each year (2028, 2029, 2030)

- 3** **Single-year:** All bodies sunset in 2028 at a rate of 1-2 per month

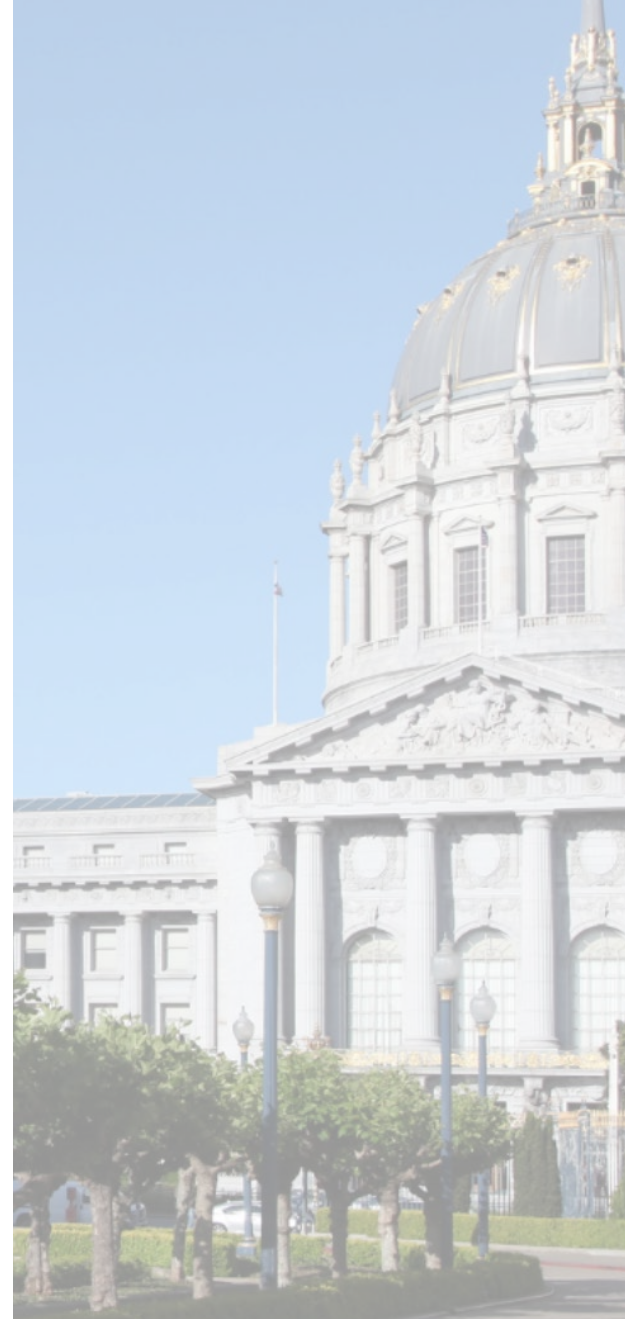
- 4** **Don't stagger** and have all 13 bodies sunset at once.


Accompanying Handout:
Attachment B



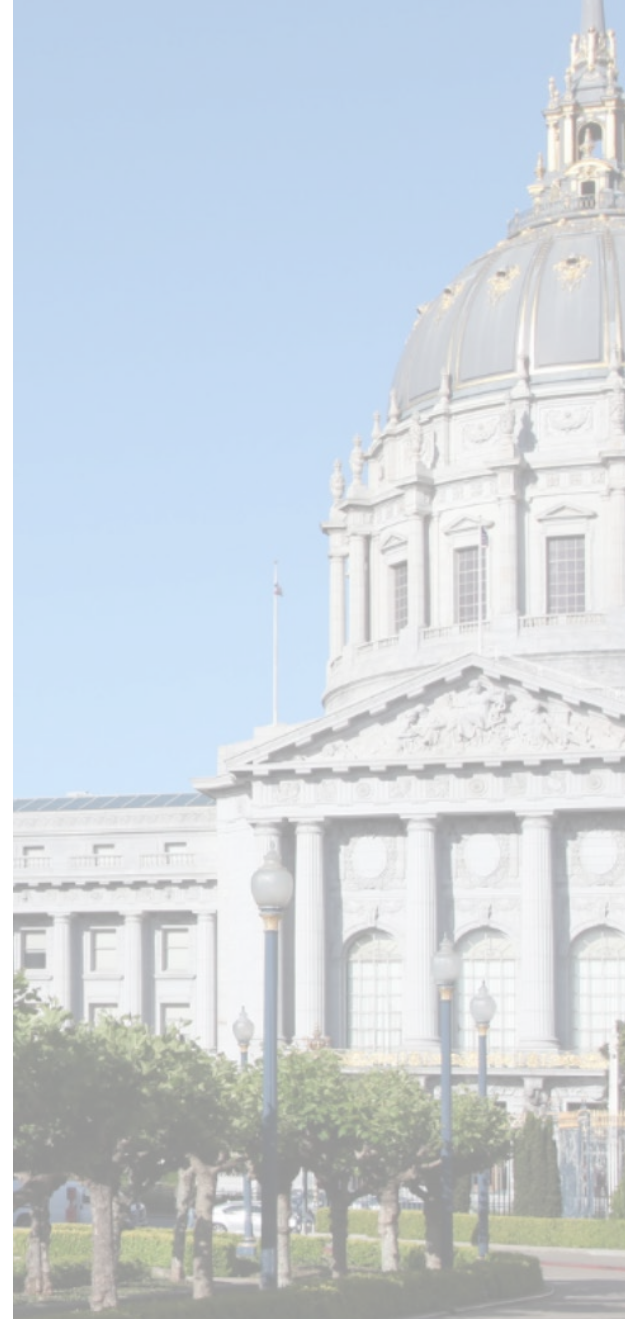
10. Draft Charter Amendment - Implementation

- To implement the Task Force's decisions, the City Attorney must prepare a Charter amendment and one or more ordinances.
- We are preparing drafts of the Charter amendment and an ordinance.
- Today, we are sharing some sections of the Charter amendment to show how we are implementing the Task Force's decisions.
- The document is an early draft for demonstration purposes only.



10. Draft Charter Amendment - Implementation

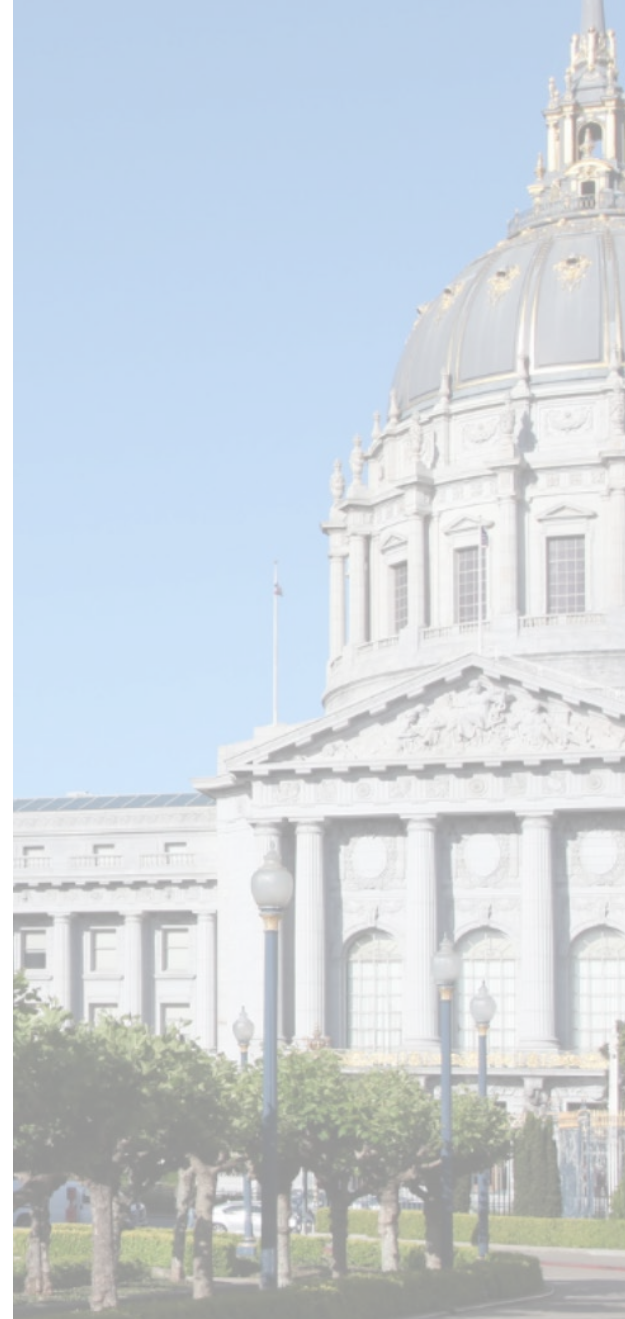
- **Article XVII – Definitions**
 - New Definitions of "Advisory Body" and "Commission" - not currently defined in the Charter.
- **Article III – Mayor's Duties and Responsibilities**
 - Amending section 3.100 to implement the template rule that the Mayor appoints and removes department heads, unless otherwise specified in the Charter.
 - Other than minor cleanup changes in that section, other changes to Article III are outside the Task Force's scope.



10. Draft Charter Amendment - Implementation

- **Article IV – Commissions**

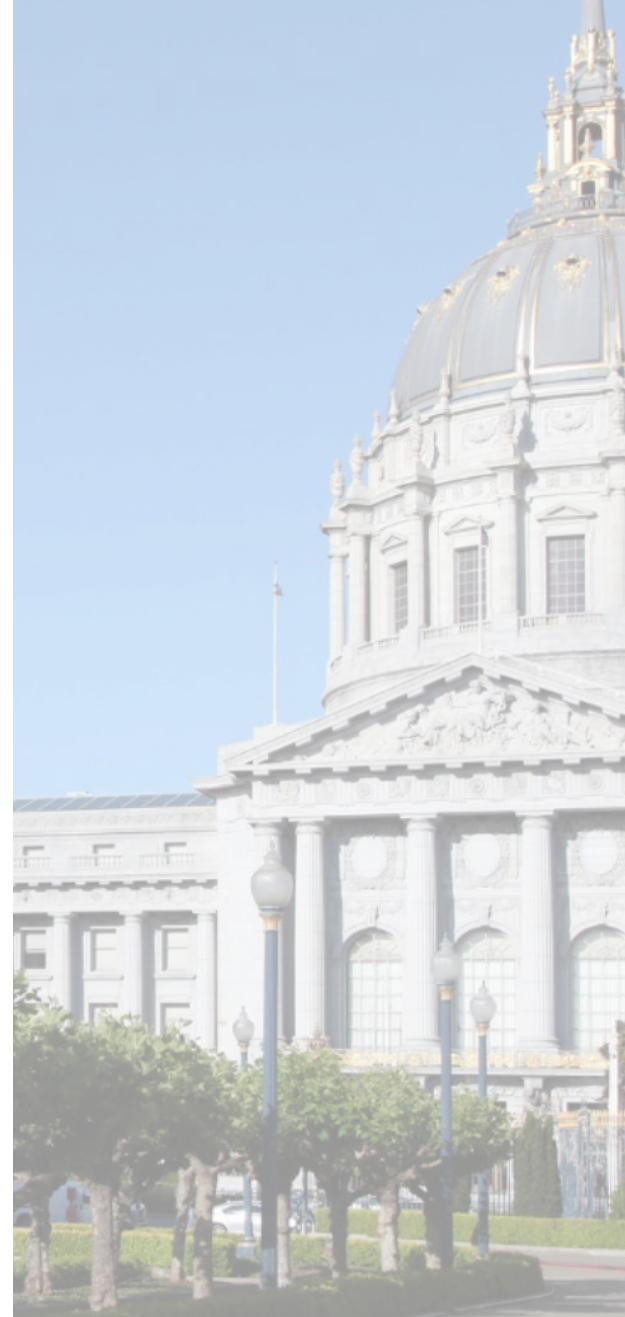
- Applying the template and adding clarity by incorporating the defined terms, "Advisory Body" and "Commission."
- **Section 4.101:** Applying the template rule that members of Commissions and Advisory Bodies serve at the pleasure of their appointing authority unless the Charter provides otherwise.
- **Section 4.101.1:** Applying the prohibition on seeking elective office to all Commissions, not just those established in the Charter.
- **Section 4.101.5:** Applying the 60-day holdover limit to all Commissions, not just those established in the Charter.



10. Draft Charter Amendment - Implementation

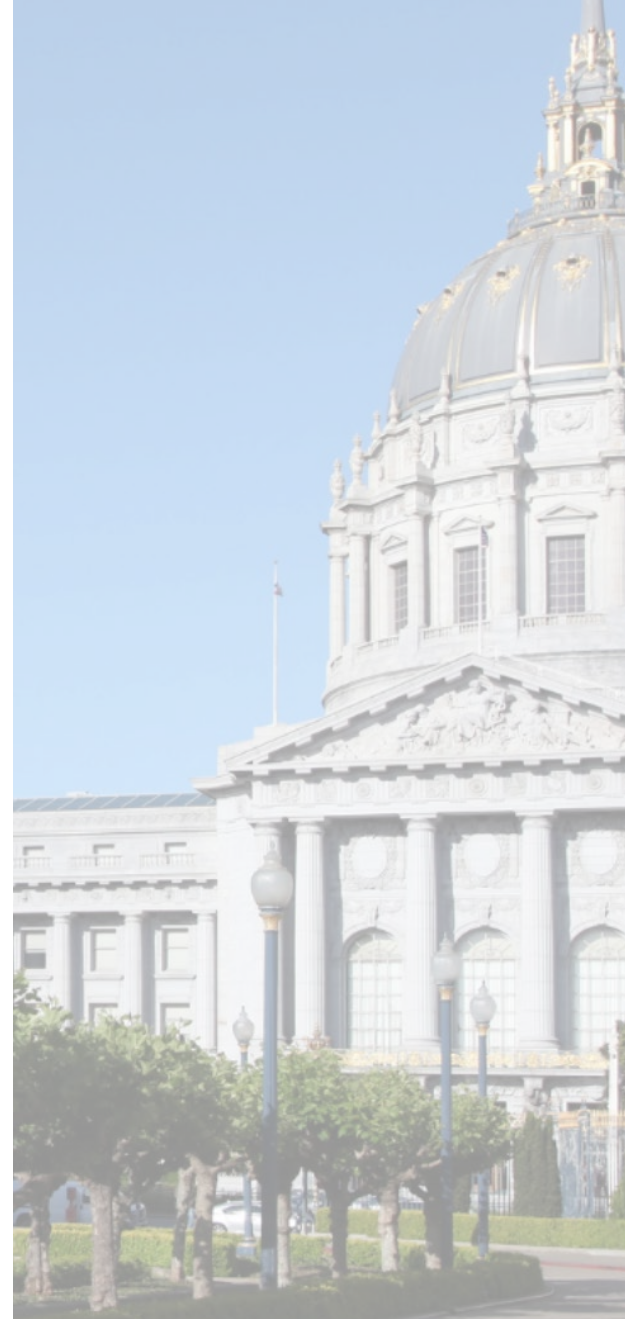
- **Article IV – Commissions**

- **Section 4.101.6:** New Charter section establishing terms and term limits for all Commissions.
- **Section 4.102:** Applying aspects of the governance template (budget approval, no commission nominations of department heads, no commission removal of department heads), adding clarifications, removing the requirement for an annual statement of purpose and the requirement for each commission to hire a secretary.
- **Section 4.103:** Removing the requirement for an annual report.
- **Section 4.104:** Primarily clarifying and clean-up amendments.



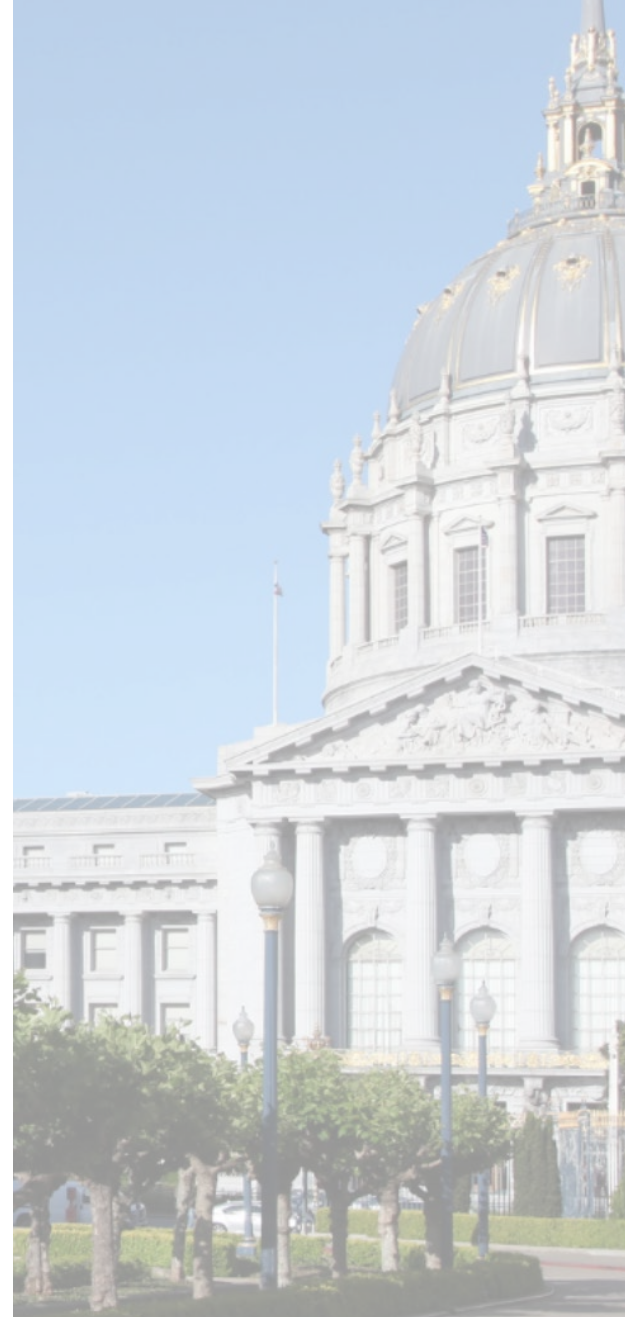
10. Draft Charter Amendment - Implementation

- Implementation of the Governance Template:
 - **Section 4.105:** Planning Commission
 - **Section 4.108:** Fire Commission
 - **Section 4.109:** Police Commission
 - **Section 4.110:** Health Commission
 - **Section 4.111:** Human Services Commission
- Implementation of the Appeals Board Template:
 - **Section 4.106:** Board of Appeals



10. Draft Charter Amendment - Implementation

- Example of a Charter body moving to the Administrative Code:
 - **Section 4.119:** Commission on the Status of Women
- Example of modifications to bodies established by initiative ordinance:
 - **Section 14.101-1:**
 - Street Artists Advisory Committee
 - Sunshine Ordinance Task Force
 - Refuse Rate Board



A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a spire. The building is set against a clear blue sky. A dark green rectangular box is overlaid on the left side of the image, containing white text.

Deferred Decisions & Consistency Checks

Part 3

Commission Streamlining Task Force

December 12, 2025

Today's Discussion

- Over the past few months of public meetings, **the Task Force has deferred certain decisions to a later meeting**
- We have held two such meetings on 11/19 and 12/3
- Today, we will be discussing 10 additional items



Overview of the Task Force's Decisions

150 total bodies
(116 active, 34 inactive)

150 decisions made

- Keep: 81
- Eliminate: 65¹
- No recommendation: 2²
- Deferred: 2³

“Decision-Making Bodies”

Body Category	Keep				Eliminate ¹	No Rec. ²	TBD ³	Total
	In Charter	Move to Code	In Code	TBD Est. Auth.				
Governance	16	9	3		3			31
Appeals & Regulatory	3	5	4				1	13
Other	3		3	1	1		1	9
Advisory		5	18		51	1		75
Staff Working Group		3	8		10	1		22
Current Total	22	22	36	1	65	2	2	150

Notes:

1. 34 were inactive bodies no longer meeting; 31 were active
2. No recommendations for Joint Zoo Committee (only exists in an MOU between RPD and the Zoo) and the Sentencing Commission (sunsetting in mid-2026)
3. Commission Streamlining Task Force (for 12/18 meeting); Ethics Commission (for 1/14 meeting)

Agenda

1

Body-Specific Decisions



1. Human Rights Commission (HRC)
2. Fine Arts Museum Board of Trustees (FAM)
3. Refuse Rate Board
4. Committee on Information Technology (COIT)
5. Retiree Health Care Trust Fund Board (RHCTFB)

3

Cleanup and Standardization



6. Member Qualifications for Governance Bodies
7. Revisiting Compensation and Benefits
8. Revisiting Contract Authority
9. Confirming Appointing Authority Exceptions
10. Applying Naming Conventions

Body-Specific Decisions

(5 deferred decisions)



1. Human Rights Commission

Overview of Body and Outcomes of Previous Decisions

Purpose	Investigates citizen complaints of discrimination, advises City leaders, resolves community disputes based on individual or systemic discrimination complaints, reviews department contracts, and helps ensure City contracts, programs, and services comply with civil rights requirements—using tools like public hearings and subpoenas when needed
Current Type	Task Force voted to make HRC an advisory body at the October 15, 2025 meeting
Outcome	Keep
Template Alignment	• Moved establishing authority to Administrative Code • Reduced term length to three years • Added four-term limits • Removed budget and contract approval authority • Removed department head hiring and firing authority
Exceptions	• Retain name • No sunset date applied
Other	Update and clarify which functions and duties belong to HRC as a commission versus a department. Delete any outdated functions assigned to the Commission. Reassign Commission functions to the Department, as seen fit.

1. Human Rights Commission

Commission versus Department

- The Board of Supervisors established HRC as a commission in 1964 via an ordinance amid rising civil rights concerns. HRC was added to the Charter in 1990 via Proposition J.*
- The Charter and code language encompassing HRC's duties and responsibilities for the Commission are set forth in [Charter § 4.107](#) and [Administrative Code § 12A.5](#).
- Distinctions between the Commission and the Department's functions are complicated to identify since throughout the Charter and Code one name is used to refer to both.



See Handout on Human Rights Commission



*Prop J (1990) reduced the number of HRC commissioners from 15 to 11 and was placed on the ballot by 10-1 vote by the Board of Supervisors.

1. Human Rights Commission

- **Action Item:** Update and clarify which functions and duties belong to the commission or department

	Current Functions	Citation	Current Function Execution	Future Function Proposal
1	Investigate complaints of unlawful discrimination against any person*	Charter § 4.107(1) and (5) Admin Code § 12A.5(g)	Department	Continue – Department
2	Ensure the civil rights of all persons	Charter § 4.107(2) Police Code Arts. 1.2, 33, 38, 49	Commission and Department	Continue - Department
3	Create operational rules to protect human rights and draft legislation to continue protecting human rights for the Board of Supervisors as needed	Charter § 4.107(7)	Commission and Department	Continue - Department
4	May hold hearings, issue subpoenas, take testimony, and issue orders	Charter § 4.107 Admin Code § 12A.5(a)	Commission	Continue - Department
5	Ensure that the affirmative action plans of each department of the City are current and are being properly implemented	Charter § 4.107(3)	Department	Continue – Department
6	Develop, support, and coordinate voluntary programs that promote equal opportunities and help fix unfair treatment caused by past discrimination in San Francisco	Admin Code § 12A.5(h)	Department	Continue - Department
7	Oversee and direct the Office of Racial Equity	Admin Code § 12A.19	Department	Continue - Department

*HRC may submit written recommendations to resolve discrimination or represent the citizen that brought the case forward in these instances

1. Human Rights Commission

- **Action Item:** Update and clarify which functions and duties belong to the commission or department

	Current Functions	Citation	Current Function Execution	Future Function Proposal
8	Further the efforts to eliminate prejudice and discrimination by supporting, consulting, and collaborating with local associations, working/professional groups, religious groups, ethic or national origins groups	Admin Code § 23A.5(c-d)	Commission and Department	Continue – Commission and Department
9	Collaborate with local and state entities on the development and implementation of programs and practices uplifting and protecting human rights	Admin Code § 12A.5(e)	Department	Continue – Department
10	Enforces employment, public accommodations, housing, AIDS/HIV, anti-discrimination law	Police Code Arts. 1.2, 33, 38, 49	Department	Continue - Department
11	Collect and keep accurate information on related issues	Admin Code § 12A.12	Department	Continue - Department
12	Review and require changes to forms asking about marital status to include domestic partnership fields	Admin Code § 12A.17	Department	Continue - Department
13	With the Mayor’s approval, require City entities to support HRC’s requests for information to furthering human rights protections	Admin Code § 12A.5(f)	Department	Continue - Department

1. Human Rights Commission

- **Action Item:** Update and clarify which functions and duties belong to the commission or department

	Current Functions	Citation	Current Function Execution	Future Function Proposal
14	Issue rules and regulations to execute the ordinance establishing HRC's duties	Admin Code § 12A.10	Commission	Continue - Department
15	Create and share educational materials on what is and how to combat prejudice and discrimination	Admin Code § 12A.5(b)	Department	Continue – Department
16	Help people in the city understand each other better and work together with government agencies, community groups, and others to end discrimination and fix the effects of past discrimination by providing information, advice, and support.	Charter § 4.107(4)	Commission and Department	Continue – Commission and Department
17	Defines unfair real estate selling and buying practices that the HRC may investigate	Admin Code § 12A.8-9	Department	Continue - Department
18	Implement the provisions of ordinances prohibiting discrimination in all contracts and subsequent subcontracts, franchises, leases, concessions or other agreements for or on behalf of the City and County	Charter § 4.107(6)	Department and Other (Contract Monitoring Division)	Modify and Continue - Department
19	Connect and consult with peer departments in the Bay Area	Admin Code § 12A.7	Commission and Department	Continue – Commission and Department

1. Human Rights Commission

- **Action Item:** **Delete** any outdated or defunct functions.

	Current Functions	Citation	Current Function Execution: Commission or Department	Function Continuation?
1	Report on the implementation of each departments' affirmative action plans to the Mayor and Board of Supervisors	Charter § 4.107(3)	Commission	Delete Drafting reports is unnecessary since City officials and the public may refer to the Commission's minutes to check on the status of reported implementation
2	Establish an Advisory Council on Human Rights	Admin Code § 12A.6(a)	Commission	Delete Task Force recommended eliminating this inactive subcommittee on 7/16/25
3	May establish special committees	Admin Code § 12A.6(b)	Commission	Delete Does not need to be codified; all public meeting bodies may establish committees.
4	Write a report for the Mayor and Board of Supervisors at least once every three months	Admin Code § 12A.11	Department	Delete Task Force has previously recommended removing reporting requirements
5	Hold all meetings publicly	Admin Code § 12A.16	Commission	Delete Does not need to be codified; all public meeting bodies are required to hold public meetings

2. Fine Arts Museum Board of Trustees

Recap of 10/1 Meeting Discussion:

- Task Force Members **voted to partially align** the Fine Arts Museum Board of Trustees to the governance body template and asked staff to propose a maximum number of members.
- Currently there are 7 members; Charter language states that “The Fine Arts Museums Board of Trustees shall consist of **62 members** ... the number of Trustees may be increased or decreased from time to time as needed, provided that the number of Trustees shall not be more than 62”

Proposed Change:

- Retain some flexibility; amend Charter language to state that “The Fine Arts Museums Board of Trustees shall consist of no more than **20 members** ... the number of Trustees may be increased or decreased from time to time as needed, provided that the number of Trustees shall not be more than 20”



3. Refuse Rate Board

Recap of 11/5 Meeting Discussion:

- Task Force Members **voted to partially align** the Refuse Rate Board to the governance commission template by adding standard term lengths and limits for the public member (4-years, 3 terms).
- Open question of whether these term lengths and limits are appropriate given unique cyclical nature of refuse rate-setting.

Proposed Approach:

- Apply 4-year terms.
- **Limit of 3 terms would be OK, but precedent to not have a term limit** where appointees need to build additional technical expertise through participation in the body. Task Force may choose to not add term limits.
- **Ensure holdover appointments** do not expire, making an exception to prior decision to apply 60-day holdover provision to bodies in the Administrative Code.



4. Committee on Information Technology (COIT)

- **Action Item:** Determine whether the two public seats should be retained
- **Staff recommendation:** Remove the two public (non-voting) seats

Permanent Voting Members

1. Mayor
2. President of the Board of Supervisors
3. City Administrator (Chair)
4. Controller
5. Clerk of the Board of Supervisors
6. Human Rights Commission (HRC) Executive Director
7. Chief Information Officer
8. Chief Information Security Officer

Rotating Voting Members

The Chair recommends department heads from the listed policy areas for two-year terms, subject to approval by the permanent members

1. Public Protection
2. Human Welfare and Neighborhood Development
3. Community Health
4. Culture and Recreation
5. General Administration and Finance
6. Public Works
7. Transportation
8. Commerce

Non-Voting Members

Voting members select **two members:**

- Cannot be City employees
- Must have expertise in Information and Communication Technology (ICT) innovation and advances, emerging ICT applications, and related public policy issues



5. Retiree Health Care Trust Fund Board (RHCTFB)

Recap of 11/5 Meeting Discussion

- Questioned whether RHCTFB could be combined with Retirement Board
- Voted to move the RHCTFB from Charter to Administrative Code

Challenges with Moving RHCTFB to Administrative Code

- Charter provides for split appointments and elected members
- Moving to Admin Code requires deleting the **body** from Charter but adding **new Charter language** that restricts the BOS's ability to modify the board's appointment structure

Options:

Option 1: Confirm 11/5 decision to move RHCTFB to Administrative Code; add Charter language about appointments

Option 2a: Keep RHCTFB in Charter. Add language allowing for a merger *by majority vote of RHCTFB and Retirement Board*

Option 2b: Keep RHCTFB in Charter. Add language allowing for a merger *by BOS ordinance*



Cleanup and Standardization

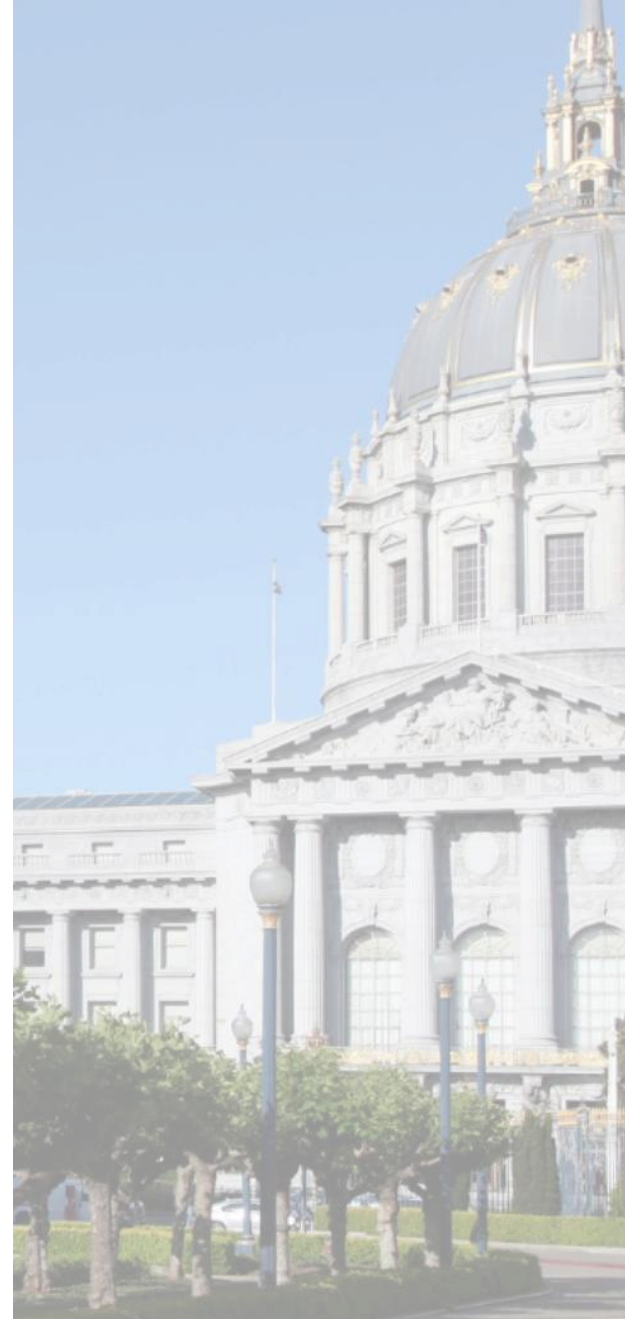
(5 deferred decisions)



6. Member Qualifications

Governance Bodies with Seat-Specific Requirements

- **Action Item:** Consider whether to apply desirable, body-level seat qualifications to an additional 4 governance bodies.
- On 12/3, the Task Force directed staff to create a list of governance bodies that still have seat-specific, mandatory qualifications.
 - Purpose: Change those qualifications to desirable, body-level guidelines.
- Task Force's past decisions on governance bodies with seat-specific qualifications:
 - **4 bodies*** updated to desirable, body-level qualifications
 - **1 body** had no changes due to state/federal requirements (First Five)
 - **1 body** is TBD (Ethics Commission)
 - **4 bodies'** qualifications were not explicitly discussed (*detailed on next slide*)



6. Member Qualifications

Governance Bodies with Seat-Specific Requirements

- **Action Item:** Consider whether to apply body-level, desirable seat qualifications (or no qualifications) to an additional 4 governance bodies.

Body Name	Seat Qualifications (Current)
Elections Commission	Specific requirements for 3 out of 7 seats: • The Mayor’s appointee must have experience in election administration; • the City Attorney’s appointee in election law; • the Treasurer’s appointee in financial management; • and the remaining appointees must be broadly representative of the general public.
Municipal Transportation Agency Board of Directors	Specific requirements for 4 out of 7 seats: • At least four directors must be regular Muni riders. • Body-level requirement: All must have knowledge or experience in government, finance, labor relations, or public transportation.
Police Commission	Specific requirements for 1 out of 7 seats: • At least one of the Mayoral appointees must be a retired judge or an attorney with trial experience.
Public Utilities Commission	Specific requirements for 4 out of 5 seats: • Seat 1: experience in environmental policy and environmental justice issues • Seat 2: experience in ratepayer or consumer advocacy • Seat 3: experience in project finance • Seat 4: expertise in water systems, power systems, or public utility management • (Seat 5: member at-large)





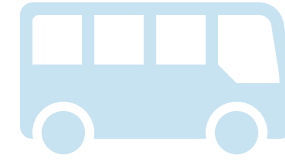
6a. Member Qualifications Elections Commission

Current Qualifications	Proposed Qualifications
Specific requirements for 3 seats: • The Mayor’s appointee must have experience in election administration; • the City Attorney’s appointee in election law; • the Treasurer’s appointee in financial management; • and the remaining appointees must be broadly representative of the general public.	Qualifications for commissioners that are desirable, but not required, include a background or experience in financial management, election law, or election administration. Appointees should be broadly representative of the general public.



6b. Member Qualifications

Municipal Transportation Agency Board of Directors



Current Qualifications	Proposed Qualifications
Specific requirements for 4 out of 7 seats: • At least four directors must be regular Muni riders. • <i>Body-level requirement:</i> All must have knowledge or experience in government, finance, labor relations, or public transportation.	Qualifications for commissioners that are desirable, but not required, include a background or experience in government, finance, labor relations, or public transportation.





6c. Member Qualifications

Police Commission

Current Qualifications	Proposed Qualifications
Specific requirements for 1 out of 7 seats: • At least one of the Mayoral appointees must be a retired judge or an attorney with trial experience. • No other qualifications.	[None] OR Qualifications for commissioners that are desirable, but not required, include legal or trial experience.





6d. Member Qualifications

Public Utilities Commission

Current Qualifications	Proposed Qualifications
Specific requirements for 4 out of 5 seats: • Seat 1: experience in environmental policy and environmental justice issues • Seat 2: experience in ratepayer or consumer advocacy • Seat 3: experience in project finance • Seat 4: expertise in water systems, power systems, or public utility management • (Seat 5: member at-large)	Qualifications for commissioners that are desirable, but not required, include a background or experience in environmental policy and environmental justice issues, ratepayer or consumer advocacy, project finance, water systems, power systems, or public utility management.

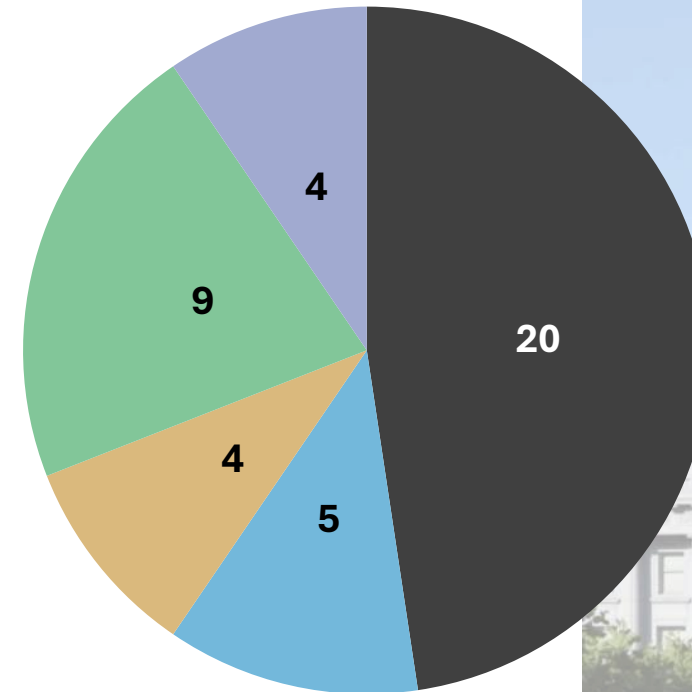


7. Revisiting Contract Authority

- **Action Item:** Confirm and clarify decisions on decision-making bodies' ability to approve contracts.
- On 8/20, the Task Force decided to continue the **status quo (current abilities)** for governance bodies. This became a component of the governance commission template.
- The Task Force's subsequent votes on relevant decision-making bodies have been consistent with this decision.
 - However, questions arose over whether it meant the legal status quo or current practice.

Contract Approval Authority for Decision-Making Bodies

Overview of Current State



- No Contract Approval
- Chapter 6
- Allowed by Charter
- In Practice Only
- Allowed by State/Federal Law

7. Revisiting Contract Authority



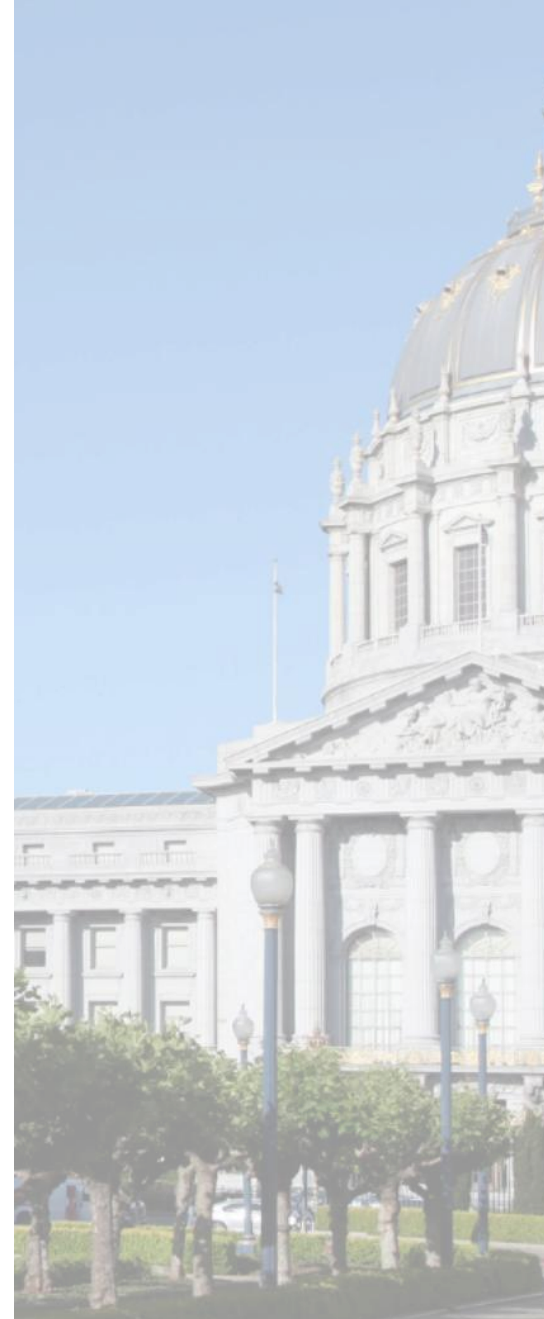
Legal status quo:

- Bodies subject to **Chapter 6** of the Administrative Code can approve contracts.
 - Chapter 6 departments: Public Works, MTA, Airport, Port, Public Utilities, and Recreation and Park
 - Authority to approve construction contracts above \$1.17M and professional services contracts that support construction above \$230k.
- **BOS can adopt ordinances** requiring commissions to approve certain contracts and restricting the department head's authority to execute.
 - *Example:* BOS requires commission president approval for some emergency contracting and sole source grants under Chapter 21G.
- **Some other commissions must approve** a small number of contracts per the Charter.
 - *Example:* Health Service Board must approve the health plan agreements.



Current practice status quo:

- In addition to the above, for **Chapter 21** departments, many governance commissions have decided to exercise their policymaking authority to require departments to submit contracts to them for review.
 - However, commission approval does not legally bind department decisions regarding the contract.



7. Revisiting Contract Authority: Options

Least
restrictive

1

Continue the **status quo**.

2

Allow commissions to **approve only certain types** of Ch. 21/21G contracts.
(Choose threshold based on amount or duration.)

- Note: Existing thresholds vary greatly depending on the type of contract/service.
 - Ch. 6 threshold: Above \$1.17M for construction, above \$230k for services that support construction
 - HSC threshold: Above \$29k

3

Allow commissions to **advise** on Ch. 21/21G contracts but not approve them.

4

Continue the **legal status quo** and state that commissions **cannot review or approve** contracts **except where allowed by the BOS (e.g., Ch. 6) or state/federal law**.

5

Prohibit commissions from reviewing/approving contracts and **restrict the BOS** from making additional exceptions.

Most
restrictive

If the Task Force restricts contract approval by selecting any option between **#2-5**, it might also consider requiring departments to regularly report on contracts to the commission.



8. Revisiting Compensation and Benefits

Current State

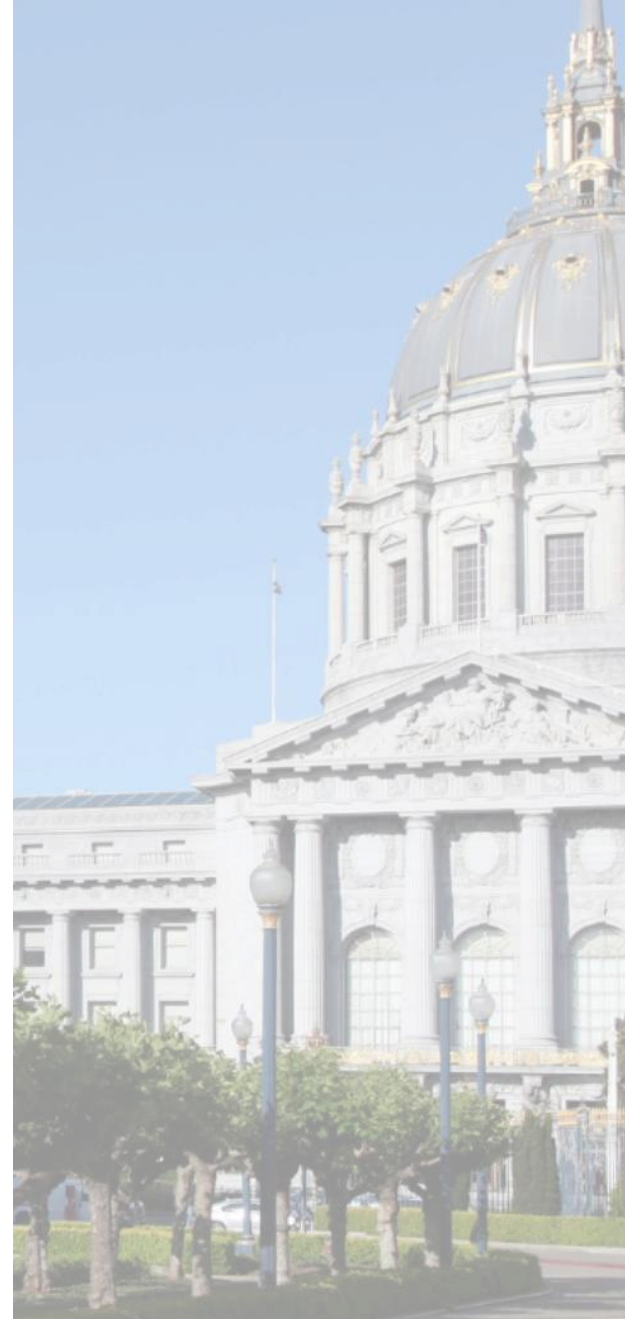
- **Compensation** for members of public bodies:
 - Members of certain bodies receive stipends
 - Board of Supervisors (BOS) approves compensation by ordinance or in the annual budget
- **Health benefits** for members of public bodies:
 - Members of certain bodies can opt into receiving City health benefits (but at full price)
 - Charter Section 12.102 authorizes the BOS to decide which bodies are eligible for benefits
 - BOS makes these decisions by ordinance in Administrative Code Section 16.107
 - Somewhat arbitrary; some decision-making bodies are ineligible
 - Generally excludes advisory bodies – those members are not City “officers” (Charter language)



8a. Revisiting Compensation and Benefits

Advisory Bodies: Compensation

- **Action Item:** Clarify who should decide whether advisory body members receive stipends.
- During its 7/16 meeting, the Task Force made a tentative decision on compensation and benefits for the members of advisory bodies.
 - *Tentative decision:* Make an explicit statement that advisory body members are ineligible for health benefits and that compensation decisions remain at the discretion of **appointing authorities**.
 - Could result in inequities
 - Conflicts with current compensation rule: Members can receive compensation only if the *Board of Supervisors* has adopted an ordinance authorizing it.
- **Staff Recommendation:** Make an explicit statement that advisory body members are ineligible for health benefits and that compensation decisions remain at the discretion of the **Board of Supervisors**.



8b. Revisiting Compensation and Benefits

Advisory Bodies: Benefits

- **Action Item:** Confirm prior decision on advisory body health benefits.
- On 7/16, the Task Force tentatively decided that advisory body members should be ineligible for City health benefits.
 - This would remove the ability to enroll in health benefits from the following advisory bodies,* though the Task Force stated that benefits should not be taken away from anyone currently using them:
 1. Youth Commission (0 members enrolled) (*already advisory*)
 2. Commission on the Environment (**1 member enrolled**)
 3. Commission on the Status of Women (**2 members enrolled**)
 4. Film Commission (0 members enrolled)
 5. Human Rights Commission (0 members enrolled)
 6. Small Business Commission (0 members enrolled)

Note: Citywide, **only 15 people** accessed health benefits through their membership on a public body in 2023.



Accompanying Handout:
Attachment A

8c. Revisiting Compensation and Benefits

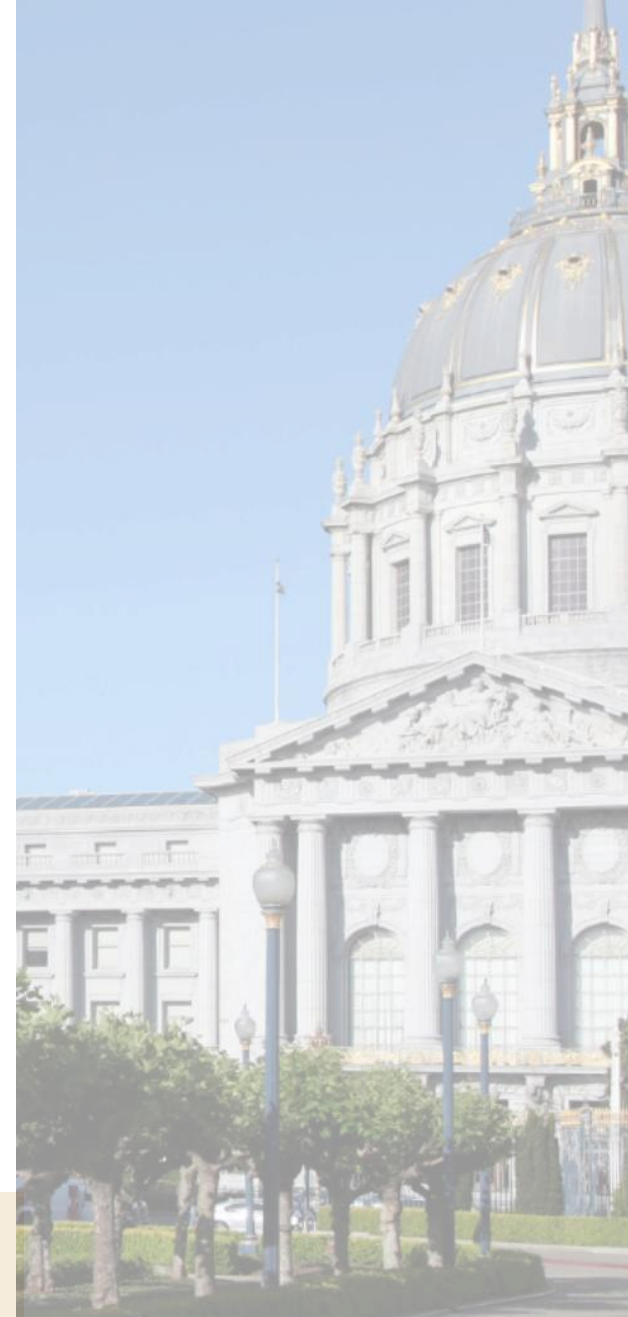
Decision-Making Bodies

- **Action Item:** Decide whether to standardize rules on compensation/benefits for decision-making bodies.
- During its 8/6 meeting, the Task Force deferred its decision on compensation and benefits for the members of decision-making bodies.
- **COMPENSATION:** **17** out of 39* retained decision-making bodies had members receiving stipends in 2023.
- **BENEFITS:** **31** out of 39 retained decision-making bodies are eligible to purchase health insurance through the City. However, only **8** of those bodies have any uptake:
 1. Board of Appeals (**1 member**)
 2. Historic Preservation Commission (**1 member**)
 3. Juvenile Probation Commission (**1 member**)
 4. Municipal Transportation Agency Board of Directors (**1 member**)
 5. Planning Commission (**2 members**)
 6. Police Commission (**4 members**)
 7. Public Utilities Commission (**1 member**)
 8. Recreation and Park Commission (**1 member**)



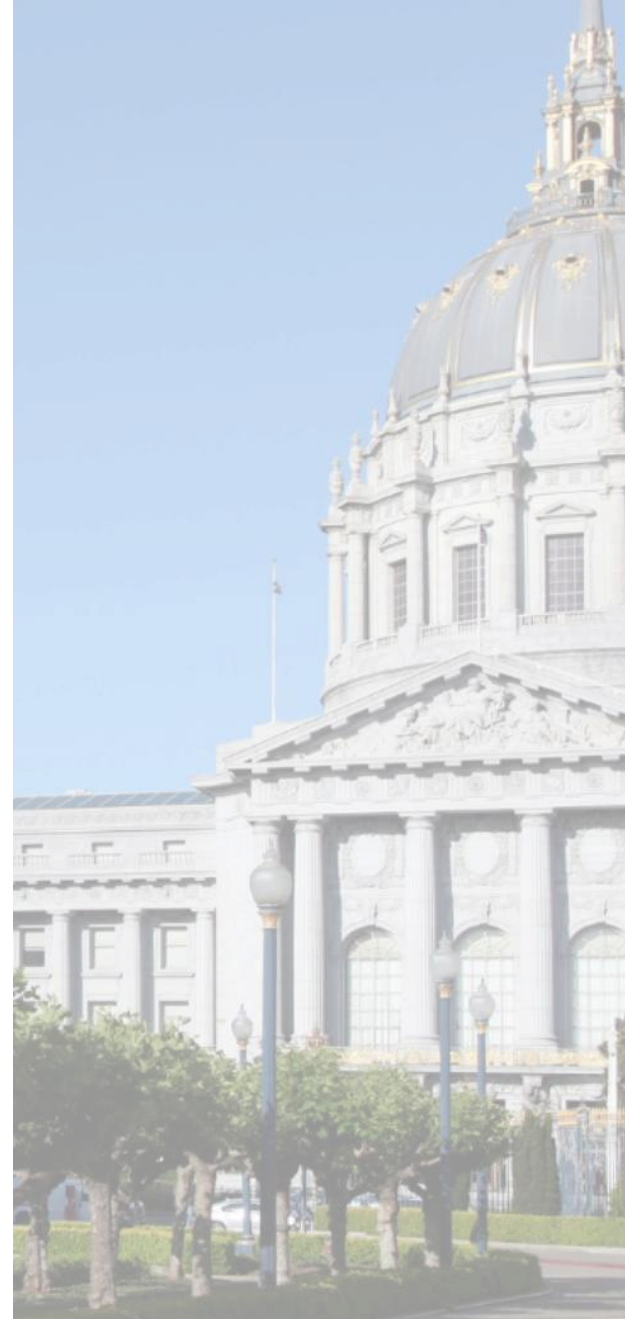
Accompanying Handout:
Attachment A

*Count includes Law Library Board of Trustees, a state body that the Task Force recommended removing from the Charter.



8c. Revisiting Compensation and Benefits Decision-Making Bodies

- *(Informational)* Retained decision-making bodies that are **ineligible** for health benefits:
 1. Assessment Appeals Board
 2. Board of Directors of the SF Downtown Revitalization & Economic Recovery Financing District
 3. Children, Youth and Their Families Oversight and Advisory Committee
 4. Elections Task Force
 5. Enhanced Infrastructure Financing District Public Financing Authority No. 1
 6. In-Home Supportive Services Public Authority Governing Body
 7. Refuse Rate Board
 8. Treasure Island Development Authority Board of Directors



8c. Revisiting Compensation and Benefits

Decision-Making Bodies

- **Action Item:** Decide whether to standardize rules on compensation/benefits for decision-making bodies.

Options:

1

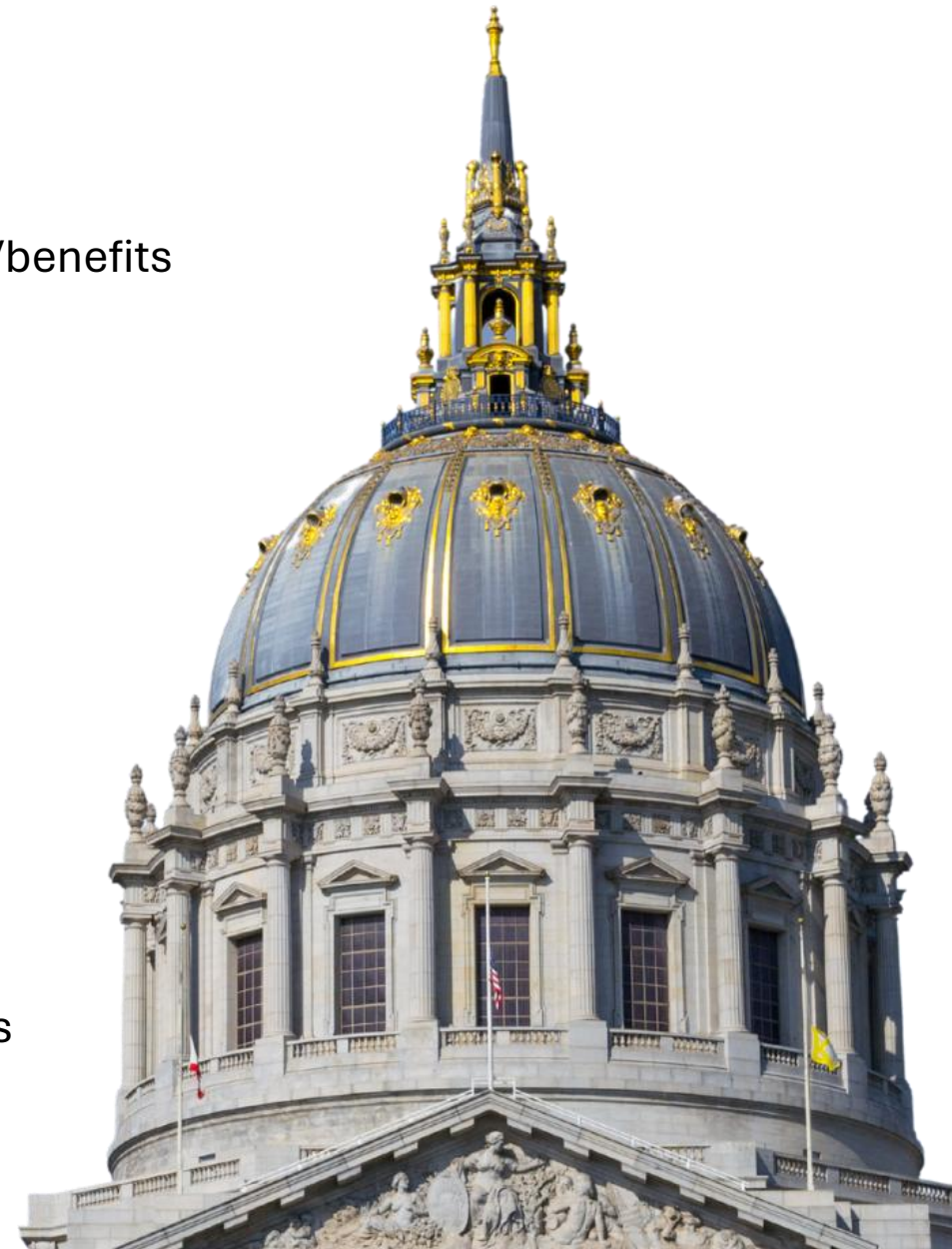
Compensation:

- A. Remove stipends
- B. Keep stipends at BOS discretion

2

Benefits:

- A. Remove benefits
- B. Keep benefits at BOS discretion
- C. Expand eligibility to all (or most) decision-making bodies

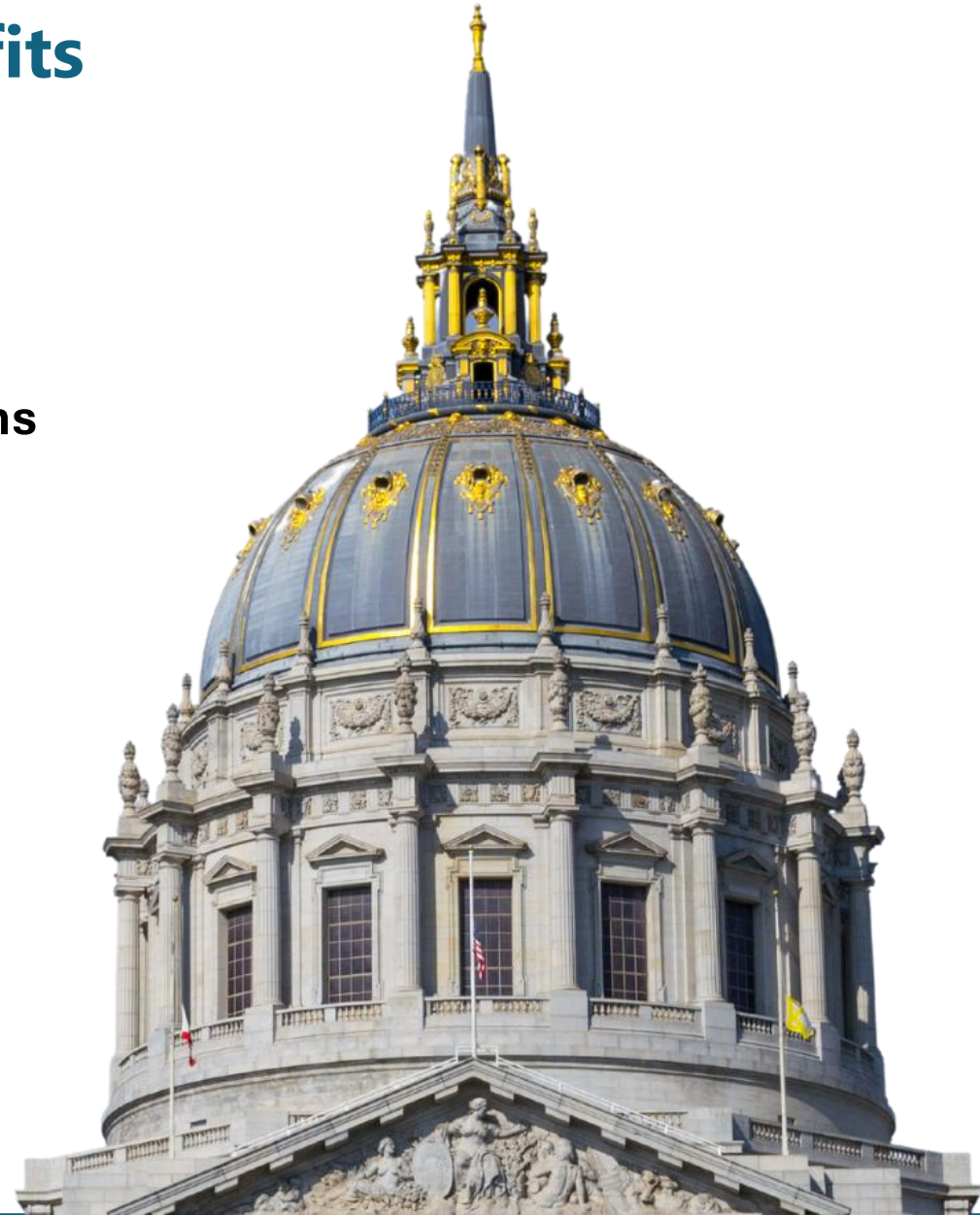


8d. Revisiting Compensation and Benefits

Additional Decisions

The Task Force should also:

1. **Decide whether/where to memorialize these decisions (if different from status quo).**
 - Staff Recommendation: Article IV of the Charter
2. **Confirm and vote on the inclusion of a grandfather clause:** benefits/compensation will not be taken away from anyone who currently has them.



9. Confirm Appointing Authorities

- **Action Item:** Review decisions for appointing authorities and confirm exceptions.
- Only the governance commission template specifies an appointing authority (Mayor)
- Out of the 20 governance commissions that the Task Force has kept:
 - 14 already aligned with this standard (only the Mayor can appoint members)
 - **6 were given exceptions:**

Body Name	Governance Template Exception
Asian Art Commission	Continue allowing the commission to nominate members for the Mayor to appoint
Children and Families First Commission	State law requires BOS to appoint all members
Children, Youth and Their Families Oversight and Advisory Committee	Maintain split MYR/BOS appointments
Fine Arts Museums Board of Trustees	Board of Trustees nominates members for the Mayor to appoint
Planning Commission	Maintain split MYR/BOS appointments
Police Commission	Maintain split MYR/BOS appointments

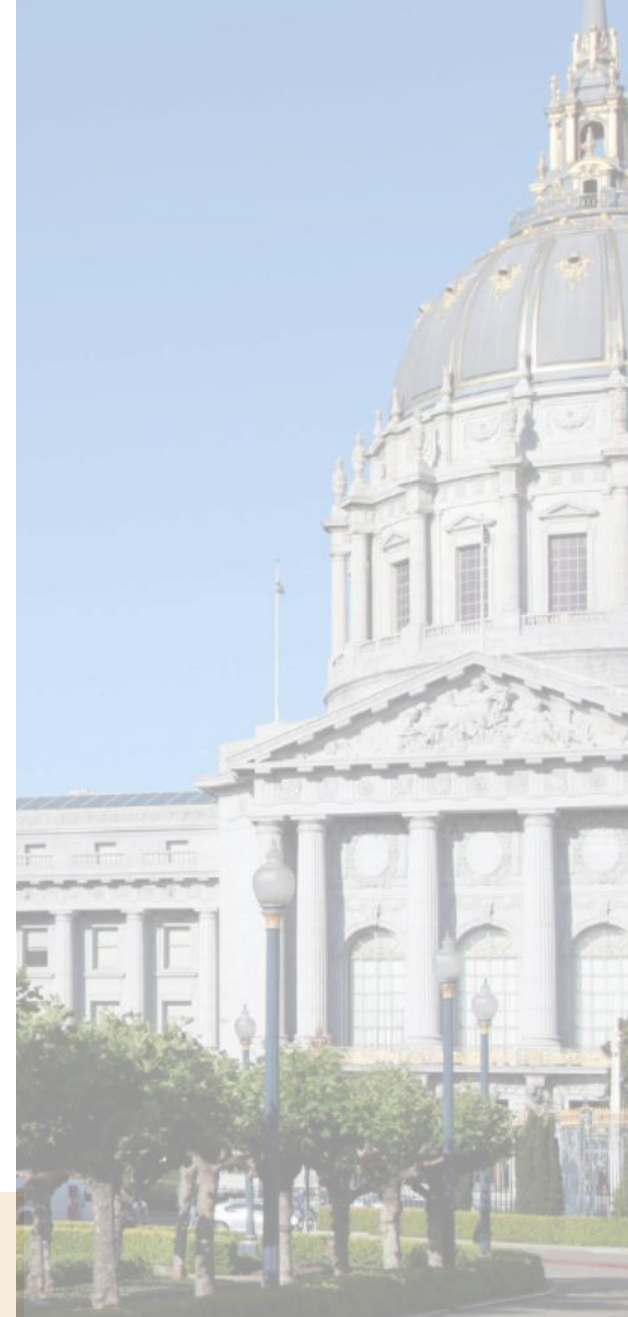


10. Applying Naming Conventions

- **Action Item:** Review and confirm proposed names for all bodies.
- On 11/19, the Task Force suggested the following naming conventions:
 - a) Advisory bodies should be “**Councils**”
 - *Exceptions:* Commission on the Status of Women, Film Commission, Human Rights Commission
 - b) Decision-making bodies should be “**Commissions**” or “**Boards**”
 - c) No specific convention for Staff Working Groups
- Proposed new names for each body are in **Attachment B**.
 - *Exceptions/proposals for consideration include:* Sheriff’s Department Oversight Board; Southeast Community Facility Commission; Advisory Council to the Disability and Aging Services Commission



Accompanying Handout:
Attachment B



A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a spire. The building is set against a clear blue sky. A dark green rectangular box is overlaid on the left side of the image, containing white text.

Deferred Decisions & Consistency Checks

Part 4

Commission Streamlining Task Force

Chelsea Hall

December 18, 2025

Today's Discussion

- Over the past few months of public meetings, **the Task Force has deferred certain decisions to a later meeting**
- We have held three such meetings on 11/19, 12/3, and 12/12
- Today, we will be covering 5 additional discussion items



Overview of the Task Force's Decisions

152 total bodies
(116 active, 36 inactive)

152 decisions made

- Keep: 81
- Eliminate: 67¹
- No recommendation: 2²
- Deferred: 2³

“Decision-Making Bodies”

Body Category	Keep				Eliminate ¹	No Rec. ²	TBD ³	Total
	In Charter	Move to Code	In Code	TBD Est. Auth.				
Governance	16	9	3		3			31
Appeals & Regulatory	3	5	4				1	13
Other	3		3	1	1		1	9
Advisory		5	18		53	1		77
Staff Working Group		3	8		10	1		22
Current Total	22	22	36	1	67	2	2	152

Notes:

1. 36 were inactive bodies no longer meeting; 31 were active
2. No recommendations for Joint Zoo Committee (only exists in an MOU between RPD and the Zoo) and the Sentencing Commission (sunsetting in mid-2026)
3. Commission Streamlining Task Force (for 12/18 meeting); Ethics Commission (for 1/14 meeting)

Agenda

5

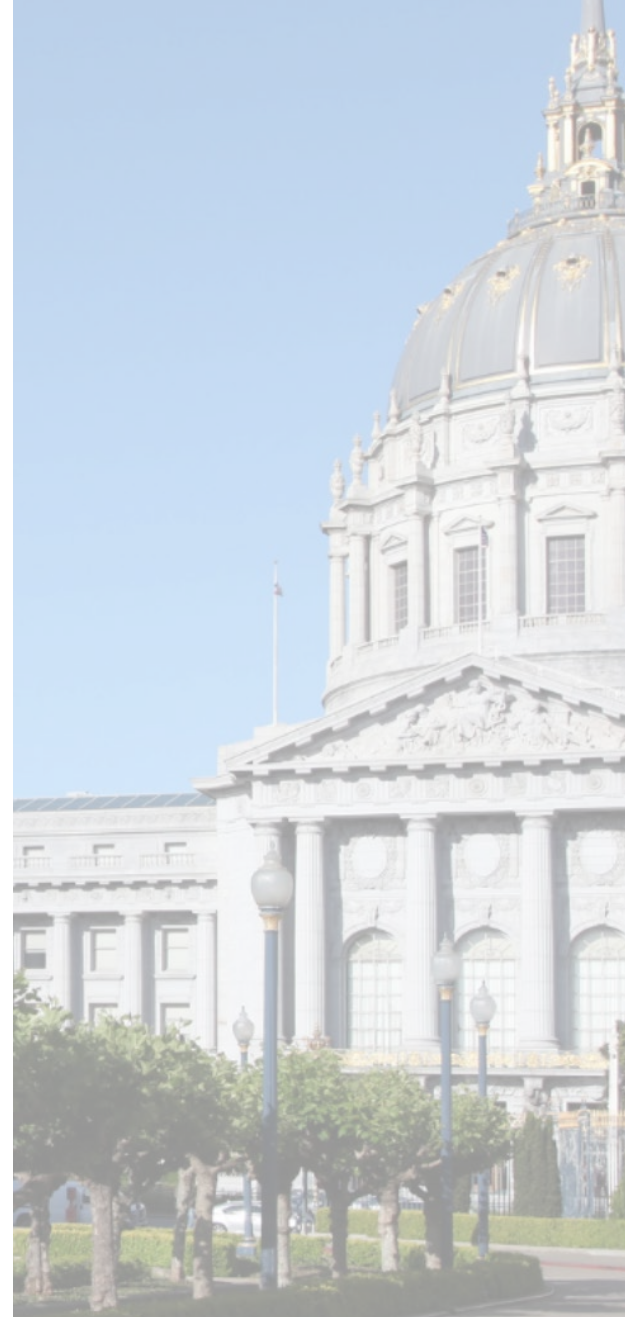
Deferred Decisions and Cleanup

1. Arts Commission Term Limit
2. Cleanup: Applying New Term Lengths
3. Staggering Terms Within Decision-Making Bodies
4. Commission Streamlining Task Force
5. Periodic Evaluation of Decision-Making Bodies



1. Arts Commission Term Limit

- **Action Item:** Specify a term limit for Arts Commissioners.
- On 12/3, the Task Force kept the Arts Commission as a governance body and moved certain functions from the Charter to Administrative Code. It also retained the existing structure and size, appointing authority, and removal authority, and made seat qualifications desirable at the body level.
- However, the Task Force did not specify whether to apply a term limit. The body already has 4-year terms.
- **Staff Recommendation:** Keep 4-year terms and apply a 3-term limit to Arts Commissioners, per the governance commission template.
 - **Alternative Option:** Keep 4-year terms with no term limits.

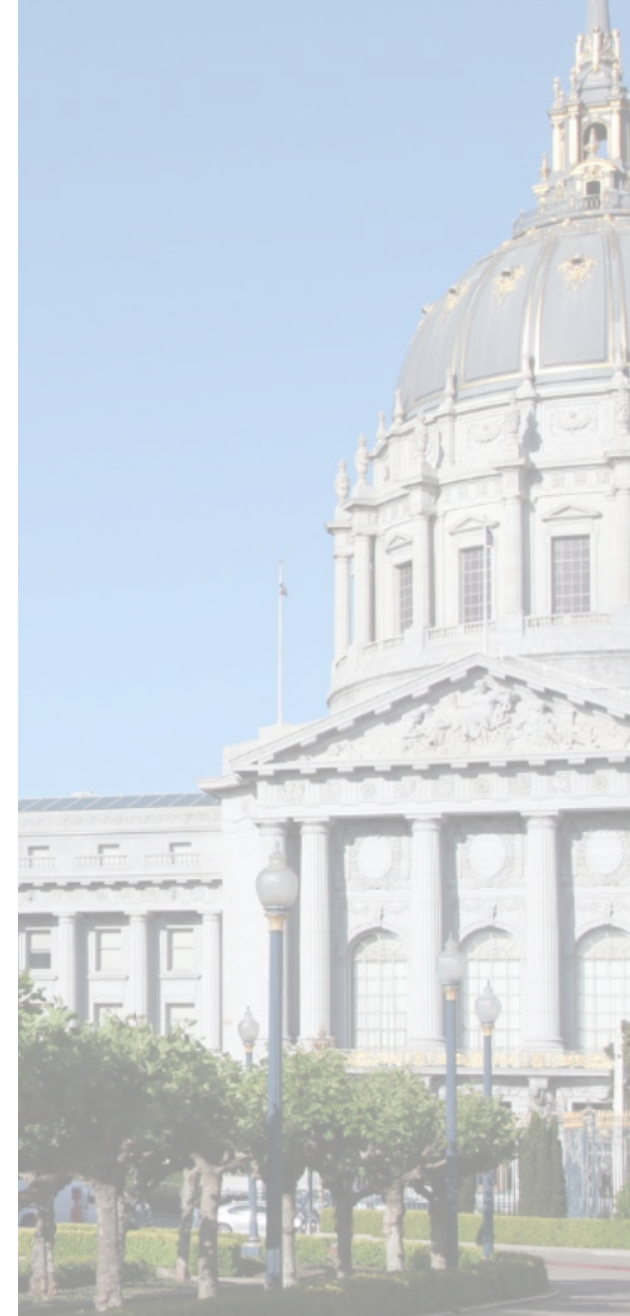


2. Cleanup: Applying New Term Lengths

- **Action Item:** Decide how to apply new term lengths for members of bodies that do not currently have terms.
- On 11/19, the Task Force decided to implement new term lengths on a rolling basis: Once appointees reach the end of their *current terms*, their text term will adhere to the new rules.
- However, 6 bodies do not already have terms and would be missed in implementation:

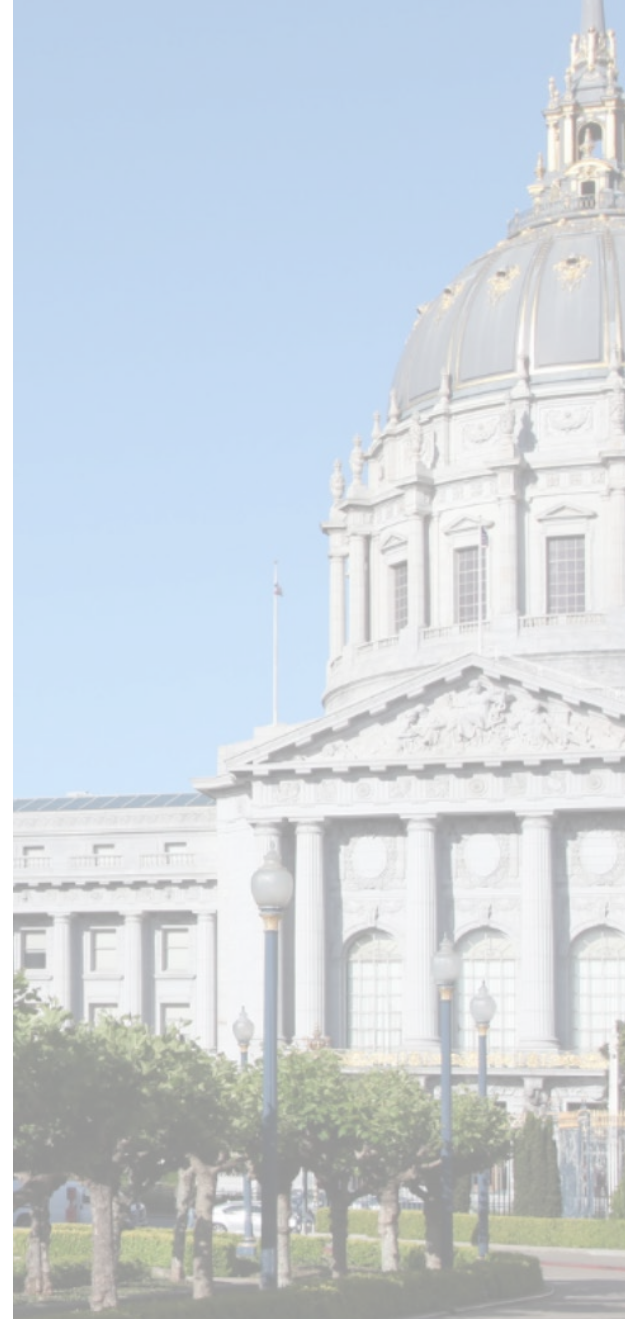
Body	Type	Task Force Decision
Free City College Oversight Committee	Advisory	Add 3-year terms, 4-term limits (public members only)
LGBTQI+ Advisory Committee	Advisory	Add 3-year terms, 4-term limits (all members)
Refuse Rate Board	Regulatory	Add 4-year terms, 3-term limits (public member only)
Community Corrections Partnership	Staff Working Group	Add 3-year terms, 4-term limits (public members only)
Juvenile Justice Coordinating Council	Staff Working Group	Add 4-year terms, 3-term limits (public members only)
Public Utilities Rate Fairness Board	Staff Working Group	Add 3-year terms, 4-term limits (public members only)

- **Staff Recommendation:** Have the clerk of each body draw lots in Jan. 2027, with 1/3 of the members' current terms expiring in one year, 1/3 in two years, and 1/3 in three years.



3. Staggering Terms Within Decision-Making Bodies

- **Action Item:** Decide how to stagger member terms to avoid quorum issues for certain bodies.
- On 11/19, the Task Force considered whether to stagger terms *within* bodies, particularly governance bodies that have several seats expiring at once.
- The Task Force directed staff to 1) identify the specific bodies that may have this issue, and 2) develop a proposal for staggering member terms.



3. Staggering Terms Within Decision-Making Bodies

**All retained bodies with 3+ seats
expiring on the same date:**

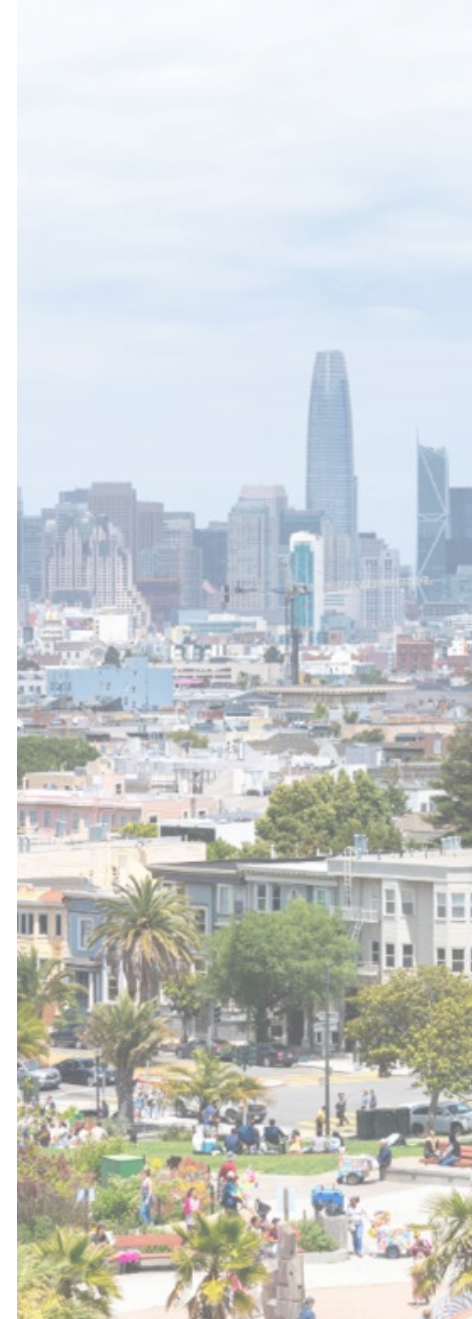
1. **Arts Commission**
2. **Asian Art Commission**
3. **Children, Youth and Their Families Oversight and Advisory Committee**
4. **Civil Service Commission**
5. **Disability & Aging Services Commission**
6. Film Commission
7. **Fire Commission**
8. Free City College Oversight Committee
9. **Historic Preservation Commission**
10. Human Rights Commission
11. Immigrant Rights Commission
12. **Juvenile Probation Commission**
13. **Library Commission**
14. **Port Commission**
15. **Public Utilities Commission**
16. Public Utilities Citizens' Advisory Committee
17. **Recreation and Park Commission**
18. **Rent Board**
19. Southeast Community Facility Commission
20. **War Memorial Board of Trustees**
21. Workforce Investment Board
22. Youth Commission

Governance bodies with 8+ members:

1. Arts Commission (15 seats)
2. Asian Art Commission (27 seats)
3. Children, Youth, and Their Families Oversight and Advisory Committee (11 seats)
4. War Memorial Board of Trustees (11 seats)

Governance bodies with 5-7 members:

1. **Civil Service Commission**
2. **Disability and Aging Services Commission**
3. **Fire Commission**
4. **Historic Preservation Commission**
5. **Juvenile Probation Commission**
6. **Library Commission**
7. **Port Commission**
8. **Public Utilities Commission**
9. **Recreation and Park Commission**
10. **Rent Board**



3. Staggering Terms Within Decision-Making Bodies

- **Staff Recommendation:** Stagger member terms for decision-making bodies with 5-7 seats per the following plan. To implement, each body draws lots in January 2027. Identify a City department that would be required to publish a list of all existing terms of office annually.

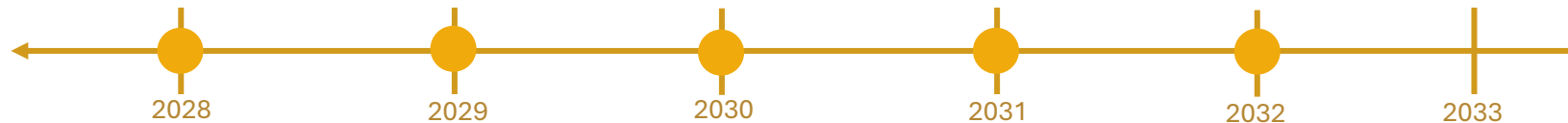
- Bodies with 5 members and 4-year terms:

- Port Commission; Public Utilities Commission; Rent Board (*no term limits*)
- 1 seat expires each year, with 2 seats expiring in the fourth year.



- Civil Service Commission – 5 members and 6-year terms:

- 1 seat expires each year.



- Bodies with 7 members and 4-year terms:

- Disability and Aging Services Commission; Fire Commission; Historic Preservation Commission; Juvenile Probation Commission; Library Commission; Recreation and Park Commission
- 2 seats expire each year, with 1 seat expiring in the fourth year.

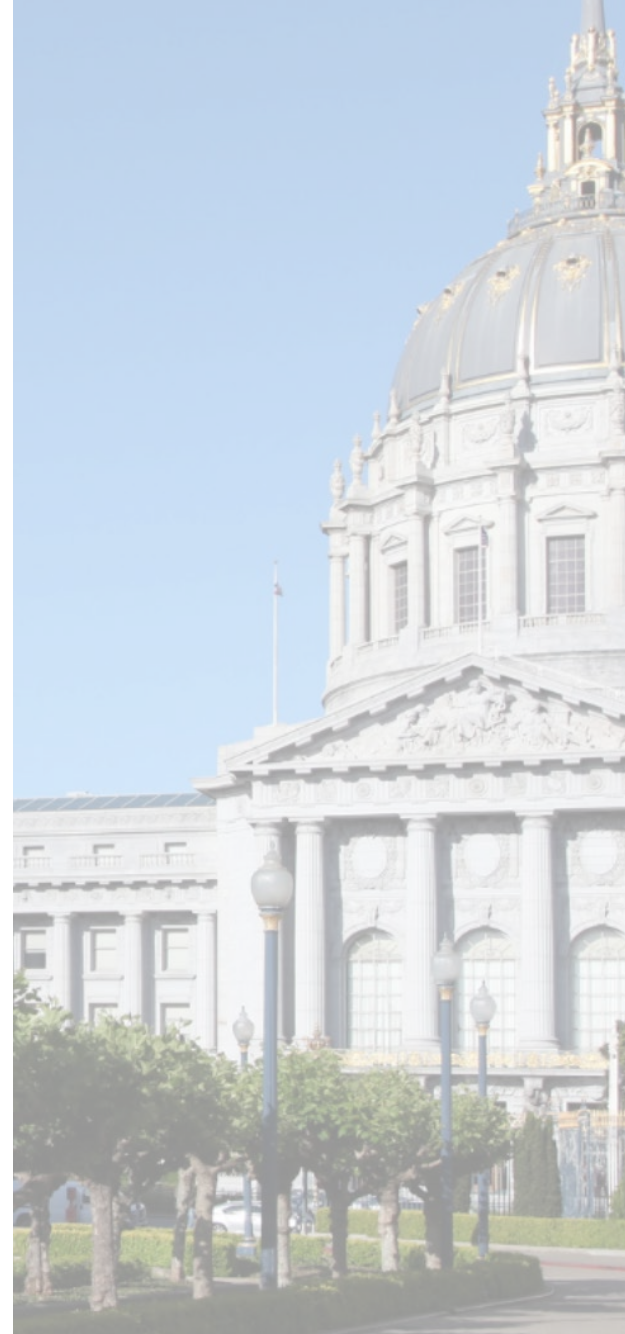


Other options to consider:

Require term staggering for more bodies with 3+ seats expiring simultaneously, **or** all governance bodies with defined terms.

4. Commission Streamlining Task Force

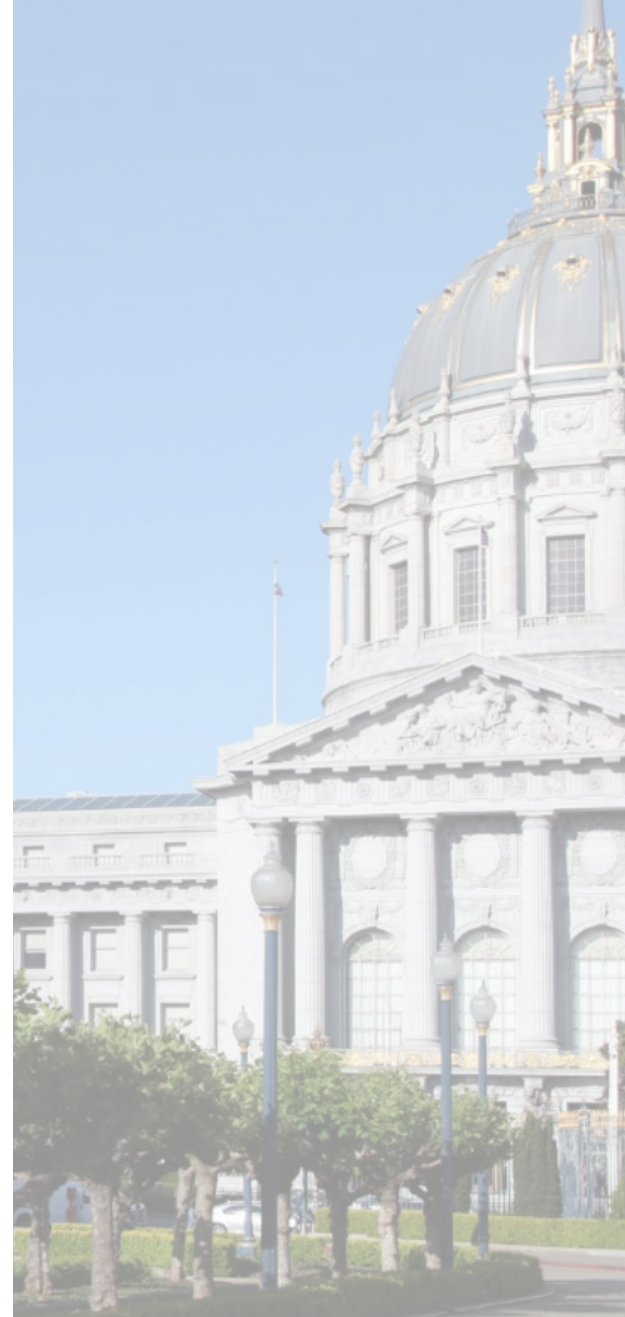
- **Action Item:** Decide if the City should convene this or a similar body in the future and whether the establishing language should exist in the Charter or Administrative Code.
 - At the November 5th meeting, the Task Force deferred their decisions on the Commission Streamlining Task Force (CSTF) requesting staff to...
 1. Investigate other jurisdictions' practices,
 2. Report on options for the City to periodically convene the CSTF, and
 3. Consider moving CSTF from the Charter into the Administrative Code, if kept beyond the 2027 sunset date.
 - At the November 19th meeting, the Task Force decided against creating a new public body to oversee and evaluate other public bodies.



4. Commission Streamlining Task Force

Prior Related Decisions re: Periodic Evaluation of Bodies

- Template Decisions
 - The appeals board template requires an “evaluation of the body’s workload and purpose every 5 years”
 - Most advisory bodies have three-year sunset dates, which will trigger a periodic reappraisal of efficacy
 - The governance commission template doesn’t include any reevaluation clause
- At the November 19th meeting, the Task Force decided against requiring new bodies created in the future to adhere to templates. No template elements are to be memorialized in the charter.
 - Without additional action by the Task Force to mandate evaluations, this element of the appeals board template has no teeth



4. Commission Streamlining Task Force Benchmarking

San Jose

- Established a [Future Charter Review Commission](#) (Oct 2021), like a recent [SPUR recommendation](#).
- Will appoint a Charter Review Commission every ten years to review and recommend amendments to their Charter.
- In first round, established two new commissions in Charter and code and amended existing bodies.¹ Reforms to allow for more trainings, democratic election of chairs and vice-chairs, equity analyses for decision-making, and removing citizenship requirements.²

County of Los Angeles

- Voters passed [Measure G](#) (2024) enabling a Charter Review Commission to review governance and the County Charter every ten years, like a recent [SPUR recommendation](#).
- Exploring creating an [independent Ethics Commission](#) and an Office of Ethics Compliance to support the Commission.
- Modifying the [Board of Supervisors' powers and expands membership](#).

City of Los Angeles

- Performing [Charter reform](#) as directed by an [ordinance](#). The Commission will select staff-drafted, subcommittee vetted proposals to send to the City Council in February and March 2026.
- [Select bodies](#) have been identified for modification, such as the Independent Redistricting Commission.³
- [Considering](#) expanded eligibility and appointment authorities for some commissions, like changing how commissioners are appointed and providing appointment authority power to additional government bodies.⁴

New York City

- In 2023, City Council enacted [legislation to repeal 17](#) defunct or inactive advisory boards, task forces, or commissions in Charter and Administrative Code.
- Charter revision commissions are temporary bodies established through the authority of State law which may make broad overhauls or specific edits to their Charter.⁵ Since 1998, there have been 10 Charter Review Commissions.⁶
- Charter Revision Commission most recently proposed [five ballot](#) measures (July 2025) on affordable housing, digitizing city maps, and moving local elections to coincide with presidential election years.

¹ Alter appointment structures to two bodies to strengthen community input.

² As permitted by Senate Bill 225.

³ Establishes a protected budget and expands independent counsel authority.

⁴ “[Revised Government Structure Staff Report](#)” p.41-43, Los Angeles Charter Reform Commission, Nov. 17, 2025.

⁵ “[About Charter Revision Commissions](#),” New York City Charter

Revision Commission, [Link](#). Accessed Dec. 8, 2025.

⁶ Mena, Kelly, “[A Look at the History of Charter Review Commissions](#),” NY 1 News, Jul. 24, 2024

4. Commission Streamlining Task Force

- **Action Item:** Decide if the City should convene this or a similar body in the future and whether the establishing language should exist in the Charter or Administrative Code.

Options include:

1

Keep the Commission Streamlining Task Force to re-assess public meeting bodies at a regular cadence (e.g., every 10 years)

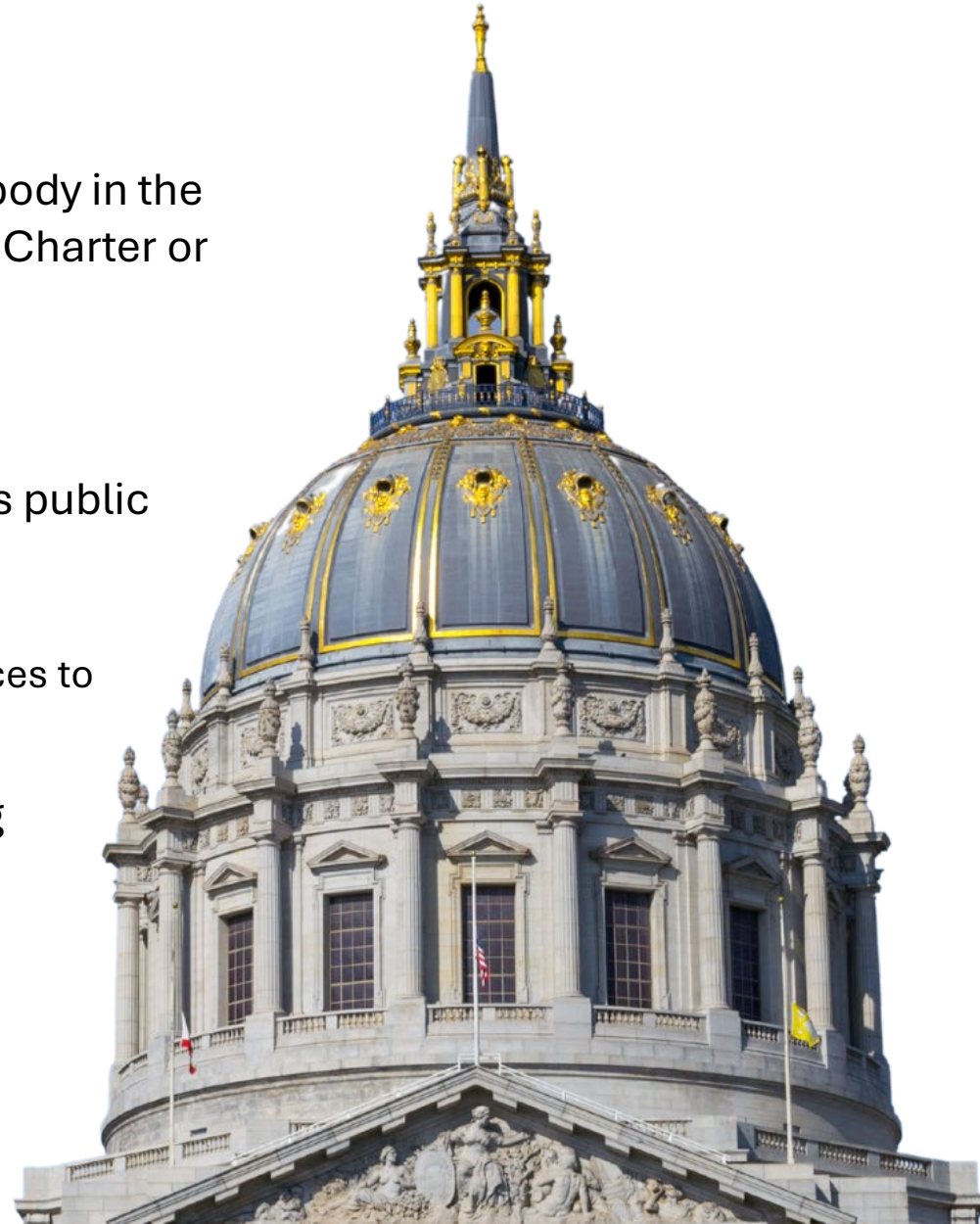
- **Keep in Charter:** modify sunset date; requires voter approval
- **Move to Administrative Code:** lose ability to introduce ordinances to the Board of Supervisors; does not require voter approval

2

Recommend incorporating an evaluation of public meeting bodies into a more comprehensive regular “charter check”

3

Recommend a different process and/or entity to conduct periodic, informal status checks on Charter-based governance bodies⁷



⁷ Board of Supervisors should consider active status of advisory bodies when reauthorizing them.

5. Periodic Evaluation of Decision-Making Bodies

- **Action Item:** Depending on the Task Force's decisions on the CSTF, it may want to clean up prior decisions about reevaluating appeals boards' workload and purpose.

Options include:

1

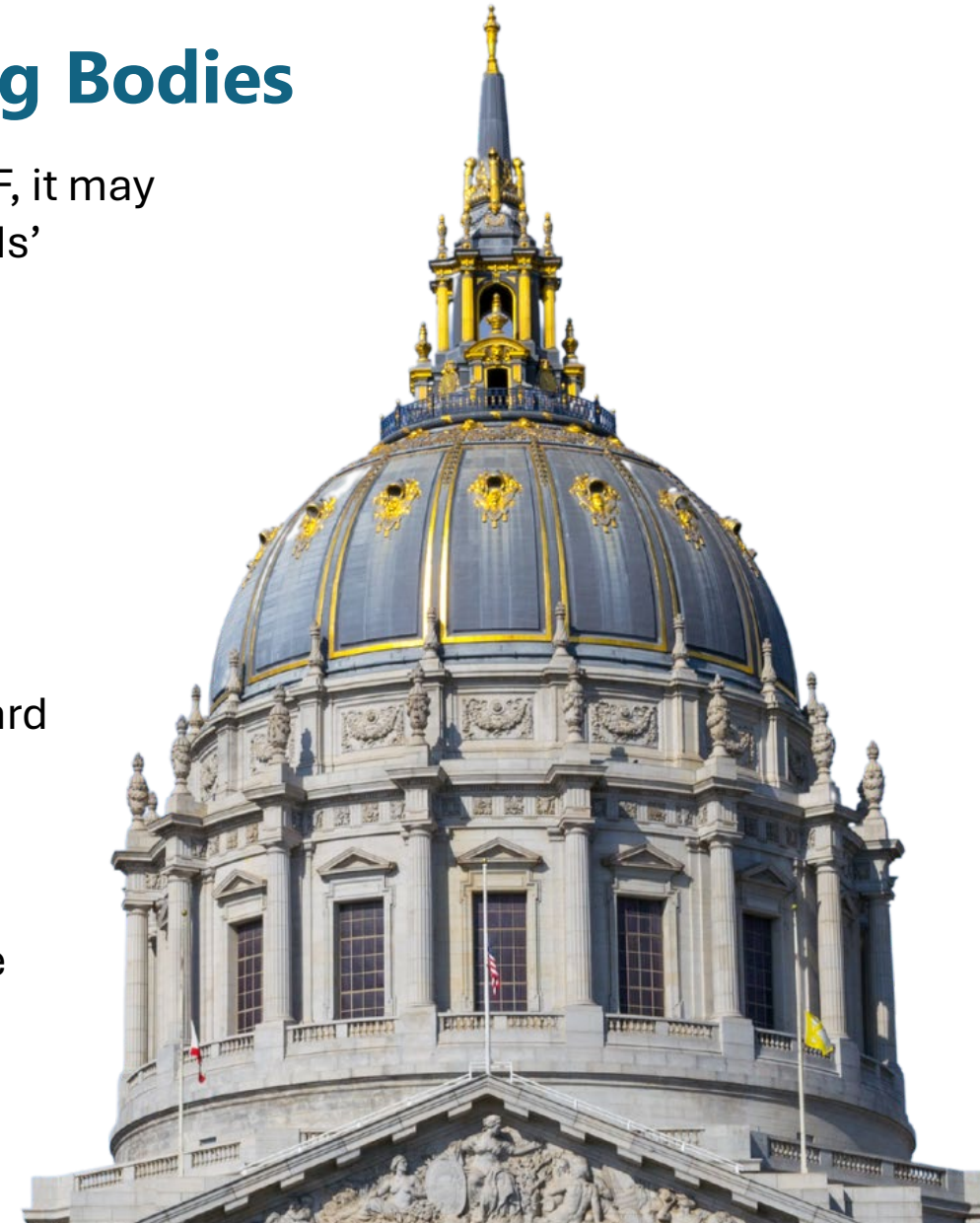
Keep the 5-year reevaluation clause from the appeals board template in the final report

2

Remove the 5-year reevaluation clause from the appeals board template in the final report, acknowledging it has no teeth

3

Keep the 5-year reevaluation clause from the appeals board template in the final report and incorporate language into the draft legislation to operationalize a review of appeals bodies every five years.



A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a spire. The building is set against a clear blue sky. A dark green rectangular box is overlaid on the left side of the image, containing white text.

Deferred Decisions & Consistency Checks

Part 5

Commission Streamlining Task Force

Chelsea Hall, Senior Project Analyst

January 14, 2026

Today's Discussion

- Over the past few months of public meetings, **the Task Force has deferred certain decisions to a later meeting**
- We have held four such meetings on 11/19, 12/3, 12/12, and 12/18
- Today, we will be covering the remaining deferred decisions!



Overview of the Task Force's Decisions

152 total bodies
(115 active, 37 inactive)

151 decisions made

- Keep: 83
- Eliminate: 65¹
- No recommendation: 3²
- Deferred: 1³

“Decision-Making Bodies”

Body Category	Keep			Eliminate ¹	No Rec. ²	TBD ³	Total
	In Charter	Move to Code	In Code				
Governance	16	9	3	3			31
Appeals & Regulatory	3	5	4	1		1	14
Other	4		3	1	1		9
Advisory		5	20	51	1		77
Staff Working Group		3	8	9	1		21
Current Total	23	22	38	65	3	1	152

Notes:

1. 37 were inactive bodies no longer meeting; 28 were active
2. No recommendations for Joint Zoo Committee (only exists in an MOU between RPD and the Zoo), Sentencing Commission (sunsetting mid-2026), and Commission Streamlining Task Force (sunsetting Jan. 2027)
3. Ethics Commission (to be addressed during today's meeting)

Agenda

5

Remaining Deferred Decisions

1. Ethics Commission
2. DBI Appeals Boards
3. Relocation Appeals Board
4. Public Utilities Citizen's Advisory Committee
5. Mission Bay Transportation Improvement Fund Advisory Committee
6. Staggering Sunset Dates

6

Police Commission

- Role in Police Employee Discipline for DPA Cases



1. Ethics Commission

- **Action Item:** Vote on Ethics Commission (all components except ballot measure authority)

	Current State
Number of Members	5
Appointing authority	Mayor, BOS, CAT, DAT, ASR (1 seat each)
Appointment confirmations	None
Member removal	For cause or via recall election
Term length	6 years
Term limits	No person may serve more than one six-year term, until six years after the expiration of the term
Qualifications	3 seat-specific requirements ¹
Establishing authority	Charter
Sunset date	None
Hiring and firing authority	Yes
Budget approval authority	Yes
Employee discipline authority	Holds hearings when elective and certain appointed officers are suspended for official misconduct

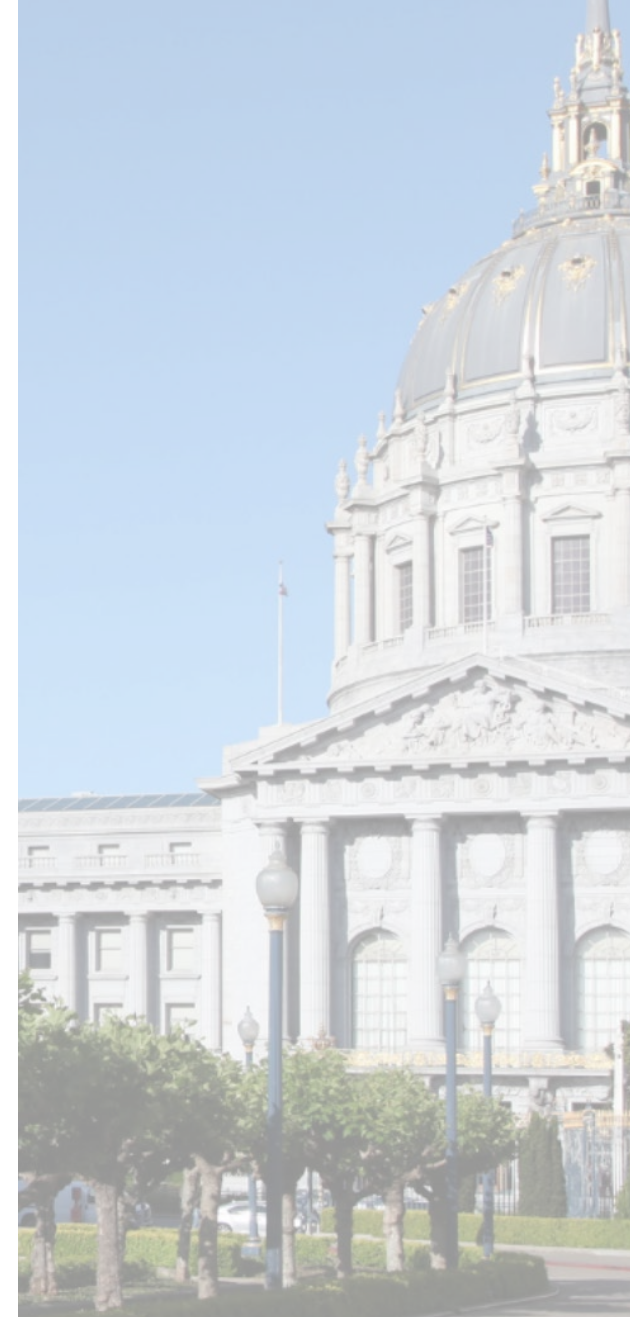
	Recommendations
Criteria Outcome	Keep
Template Alignment	1) Remove ability of members to be recalled
Exceptions	2) Retain for-cause removal 3) Keep broad appointment structure 4) Retain current term length and limit 5) Retain hiring/firing authority
Other	6) Keep in Charter 7) Retain authority to hold hearings re: official misconduct suspensions 8) Discuss ballot measure authority (see details on next slide)

1. Mayoral appointee: background in public information and public meetings. City Attorney appointee: background in law as it relates to government ethics. Assessor appointee: background in campaign finance. District Attorney and Board of Supervisors appointees shall be broadly representative of the general public.

1. Ethics Commission

Ballot Measure Authority

- **Action Item:** Determine whether and how the Ethics Commission should be able to place measures on the ballot.
- **Background:**
 - Generally, only the Mayor and the Board of Supervisors can submit ballot measures, though departments commonly work with them to do
 - Ethics Commission may place a measure on the ballot with 4/5 vote
 - Has used this authority 5 times in 30+ year history
 - [1999 Proposition K – Campaign Expenditure Limit](#)
 - [2000 Proposition O – Public Campaign Finance](#)
 - [2015 Proposition C – Expenditure Lobbyists](#)
 - [2016 Proposition T – Restricting Gifts and Campaign Contributions from Lobbyists](#)
 - [2024 Proposition D – Changes to Local Ethics Laws](#)



1. Ethics Commission Ballot Measure Authority

- **Considerations:**

Arguments For Ballot Access

- **Used sparingly**
- May act as an “**escape valve**” when regular legislative process fails
 - E.g., Public campaign finance (2000 Prop O)
- **Encourages BOS to take up regular legislative proposals** from Ethics

Arguments Against Ballot Access

- **Unique authority** among the City’s appointed boards and commissions
- **Uncommon in other jurisdictions**
- **Less engagement** and public awareness than Board process
- **Implementation concerns** with recent measures



1. Ethics Commission

Ballot Measure Authority

Option	Process steps	Who Places on Ballot?
1. No changes (status quo)	• Ethics Commission vote to place a measure directly on the ballot	• Ethics Commission (4/5 vote)
2. Ethics issues a 30-day notice to all affected departments	• 30-day notice to all affected departments to comment on proposed legislation • Ethics Commission vote	• Ethics Commission (4/5 vote)
3. Ethics forwards to BOS who has 30 days to hold a hearing and offer amendments	• 30-day notice • *Required* BOS hearing within 30 days to discuss the measure and offer amendments • Ethics Commission vote	• Ethics Commission (4/5 vote)
4. BOS may veto with a supermajority (8/11)	• 30-day notice • Ethics Commission vote • *Optional* BOS Hearing to reject the measure by supermajority vote (8/11) within 30 days	• Ethics Commission (4/5 vote) • Subject to veto by Board of Supervisors supermajority (8/11 vote)
5. Ethics may forward to BOS, which must hold a hearing within 30 days. Only BOS may place on the ballot	• Ethics Commission vote to forward measure to the Board of Supervisors • *Required* BOS hearing within 30 days where the Board may choose to place a measure on the ballot by minority vote (4/11)	• Board of Supervisors (4/11 vote)
6. Remove ballot authority (same as other commissions/ departments)	• Ethics Commission or staff may work with the Mayor or Board of Supervisors to place a measure on the ballot	• Mayor • Board of Supervisors (4/11 vote)

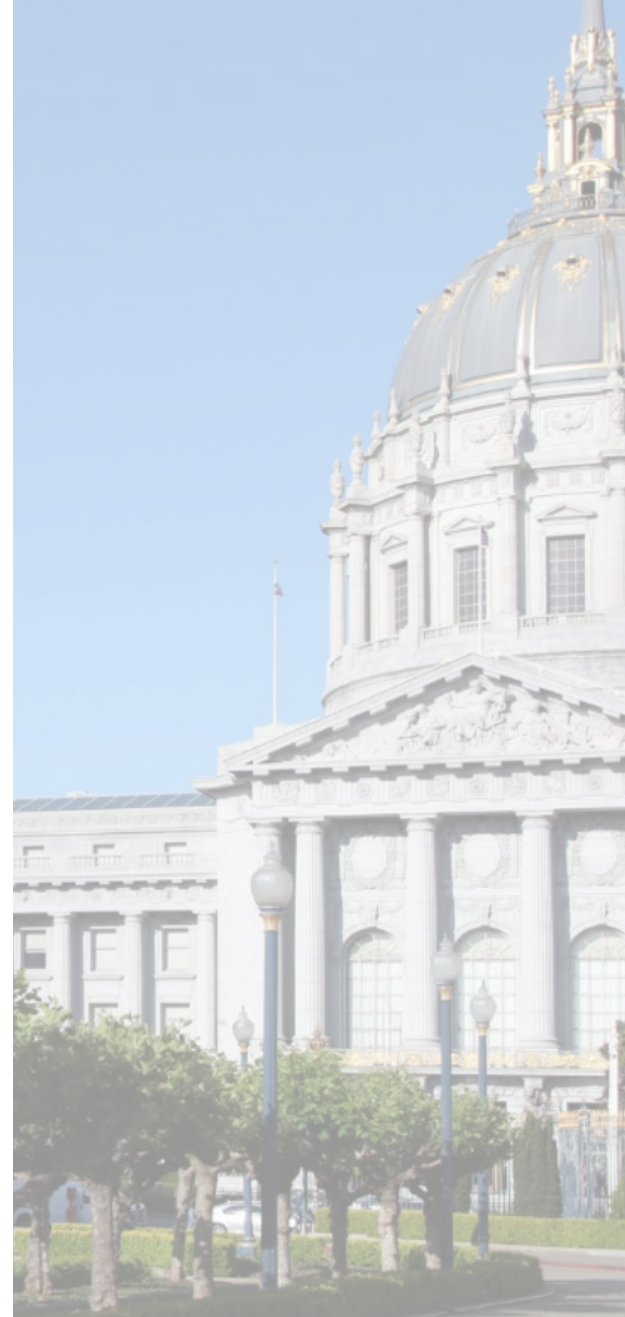
2. DBI Appeals Boards

- **Action Item:** Confirm Access Appeals Commission and Board of Examiners decisions in light of 12/3 decision to keep the Abatement Appeals Board
- **Background:**
 - Initially, TF recommended consolidating all DBI appeals with the Board of Appeals
 - Now, DBI appeals are split across two forums: Board of Appeals and Abatement Appeals Board

Name of Body	Hears and decides appeals of...	10/1 Task Force Decision	12/3 Task Force Decision
Abatement Appeals Board	Orders to fix building code violations	Eliminate – transfer functions to Board of Appeals	Keep within DBI as Abatement Appeals Board
Access Appeals Commission	Orders to fix building code violations involving disability access	Keep – restructure as subcommittee of Board of Appeals	Keep – restructure as subcommittee of Board of Appeals
Board of Examiners (inactive)	Orders to fix building code violations involving construction methods, materials, or safety	Eliminate – transfer functions to Board of Appeals	Eliminate – transfer functions to Board of Appeals

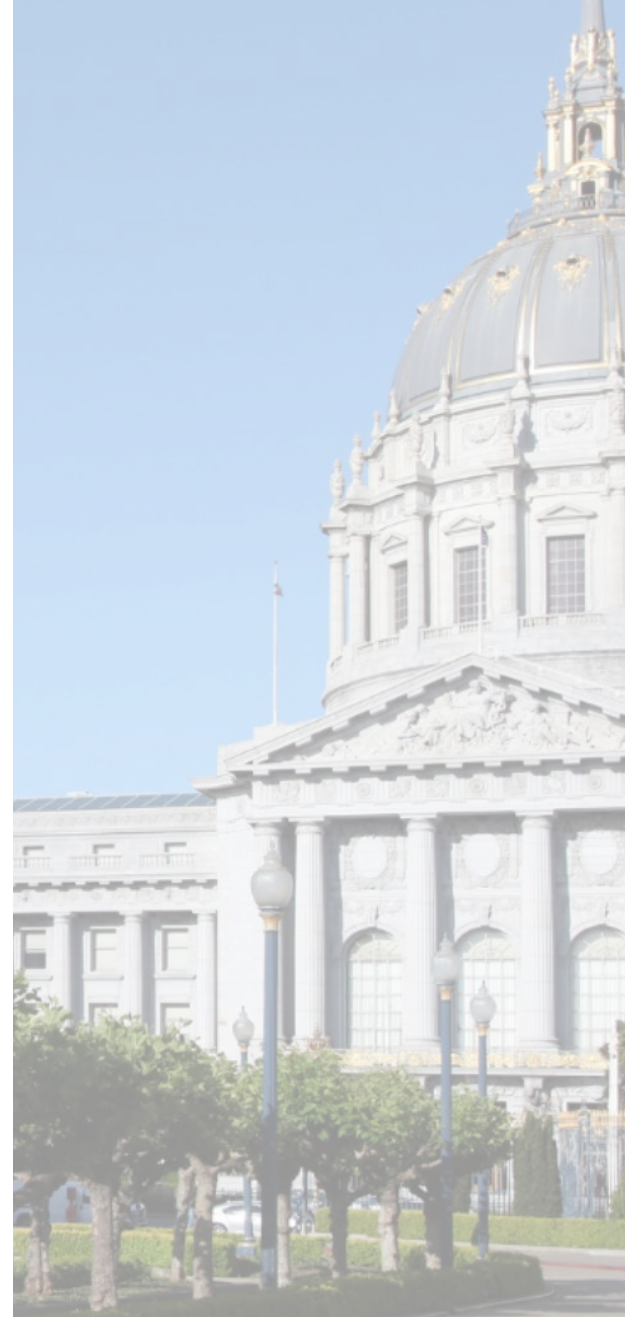
2. DBI Appeals Boards

- **Action Item:** Confirm Access Appeals Commission and Board of Examiners decisions in light of 12/3 decision to keep the Abatement Appeals Board
- **Options:**
 1. **Consolidate DBI appeals with Abatement Appeals Board (AAB)**
 - Transfer Board of Examiners appeals function to AAB
 - Option to keep Access Appeals Committee as a stand-alone body or restructure as a subcommittee of AAB
 2. **Consolidate DBI appeals with Board of Appeals (BOA) – (original 10/1 decision)**
 - Eliminate AAB and transfer appeals to BOA
 - Clarify who should appoint members to the Access Appeals Subcommittee (currently the Building Inspection Commission)
 3. **Maintain split appeals (not recommended)**



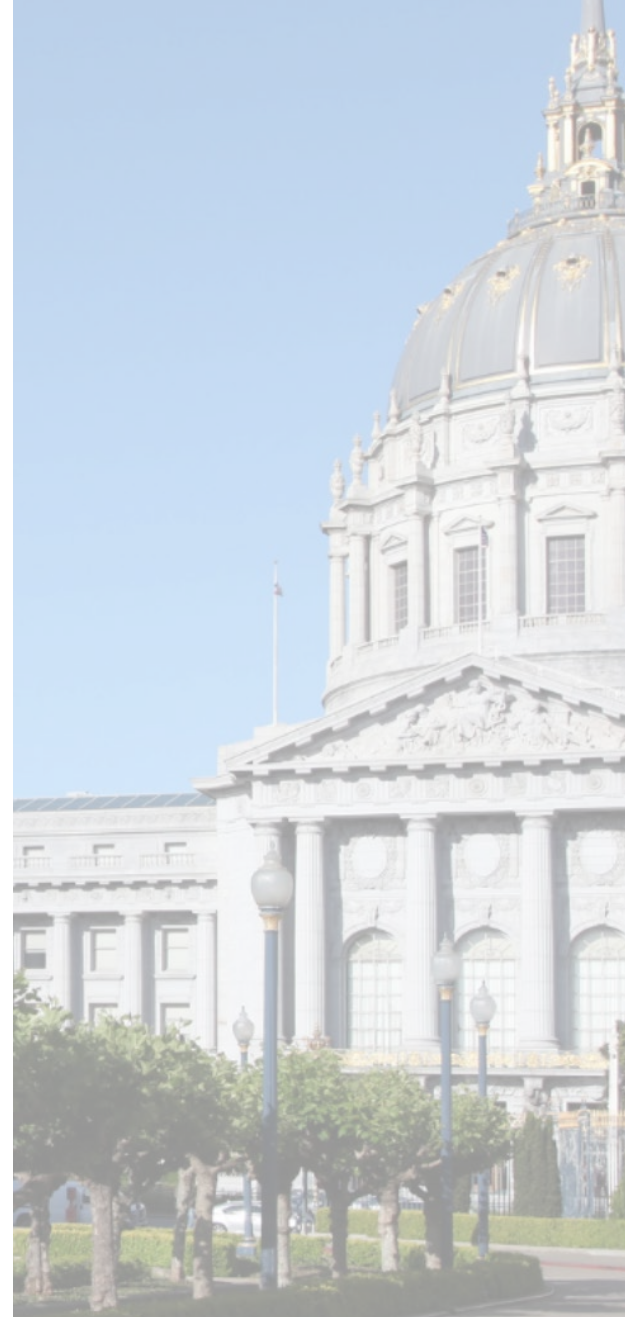
3. Relocation Appeals Board (RAB)

- **Action Item:** Revisit 7/16 decision to eliminate the Relocation Appeals Board (RAB)
- **Background:**
 - Fulfills a **legally required function** to hear appeals by residents who are forcibly displaced by local Redevelopment Agencies
 - Since all California Redevelopment Agencies have been dissolved and, as a general practice, San Francisco does not force the relocation of homes or businesses, RAB has been inactive for at least 10 years
 - Initially the Task Force **recommended eliminating RAB** and **assigning its duties to the Board of Supervisors**
 - Upon further review, the City Attorney's Office has advised that **the Board of Supervisors cannot take over this function**



3. Relocation Appeals Board (RAB)

- **Action Item:** Revisit 7/16 decision to eliminate the Relocation Appeals Board (RAB)
- **Options:**
 1. **Keep RAB**
 - May choose to narrow its scope to apply only to Office of Community Investment and Infrastructure (OCII) matters
 - Body will likely continue to be dormant, since OCII does not plan to forcibly displace residents
 2. **Eliminate RAB and transfer its functions to the Board of Appeals (BOA)**
 - Functionally no increase in workload
 - State law requires RAB members to be confirmed by the Board of Supervisors
 - Would require Task Force to deviate from template and maintain the status quo (BOS must confirm mayoral appointees to the BOA within 60 days)



4. Public Utilities Citizen's Advisory Committee

- **Action Item:** Determine which two seats should be removed
- **Staff recommendation:** Remove the President of the Board's two seats

11 BOS Seats

One resident of each supervisorial district who represents

- A community, business, environmental, or environmental justice organization, or with expertise in a field related to public utilities, environmental justice or environmental science

4 Mayoral Seats

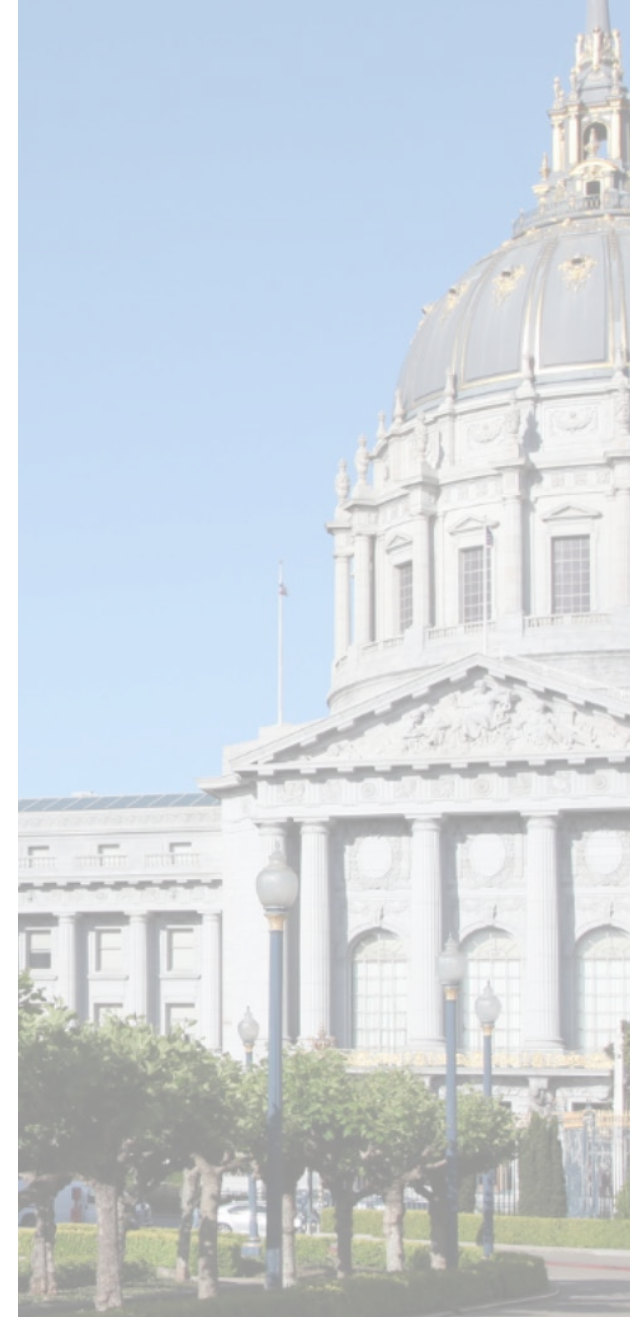
One member who represents

- PUC's regional water customers
- A large San Francisco water user
- City resident with engineering or financial management expertise
- A regional or statewide environmental organization

2 President of the Board Seats

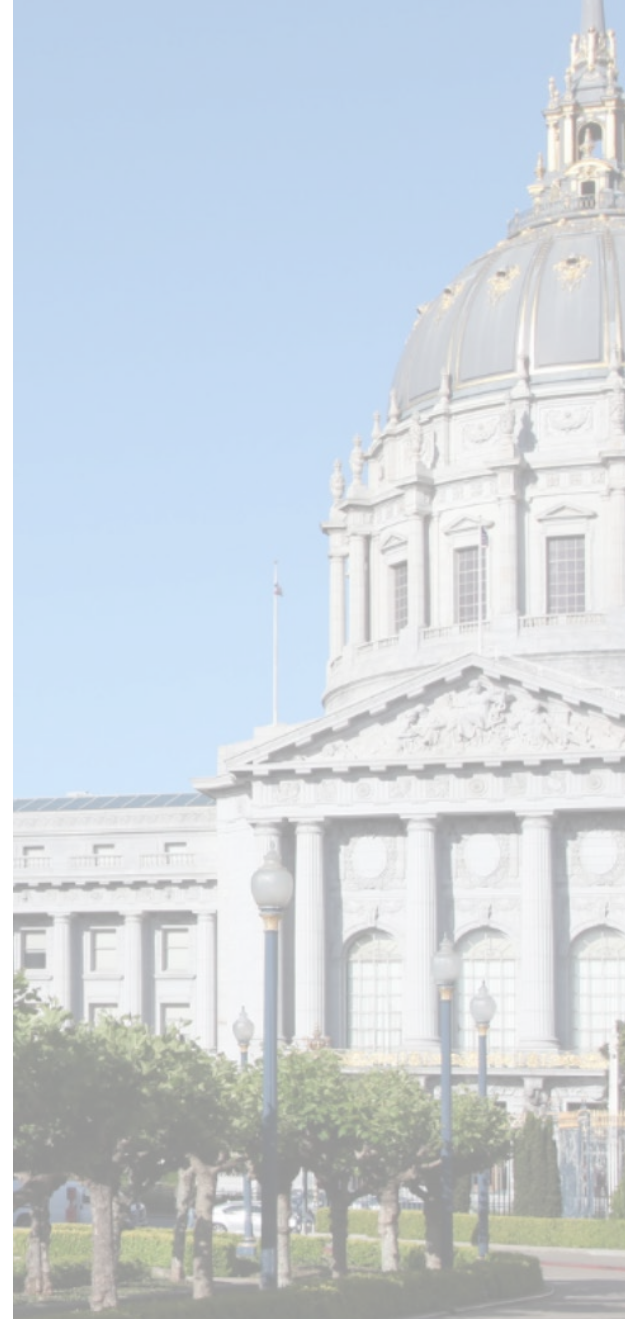
One member who represents

- A small business in the City
- An environmental justice organization



5. Mission Bay Transportation Improvement Fund Advisory Committee (MBTIF AC)

- **Action Item:** Revisit September 17th decision to eliminate the MBTIF AC
- **Background**
 - [Administrative Code § 5.23-6](#) states that MBTIF AC sunsets when the Mission Bay Transportation Improvement Fund expires. The Fund must exist as long as events are held at the Chase Center ([Administrative Code § 10.100-364 \(e\)](#)).
 - Controller's Office Budget & Analysis Division confirmed there is no approved funding for FY 2025-26 and 2026-27 for the Fund.
 - There are no current required deposit or spending levels for the Fund. The first five years of the Fund's establishment required specific deposit minimums ([Administrative Code § 10.100-364 \(c\)\(3\)](#)).
 - [Administrative Code § 5.23-4](#) states that the MBTIF AC's input is required on an as needed basis.



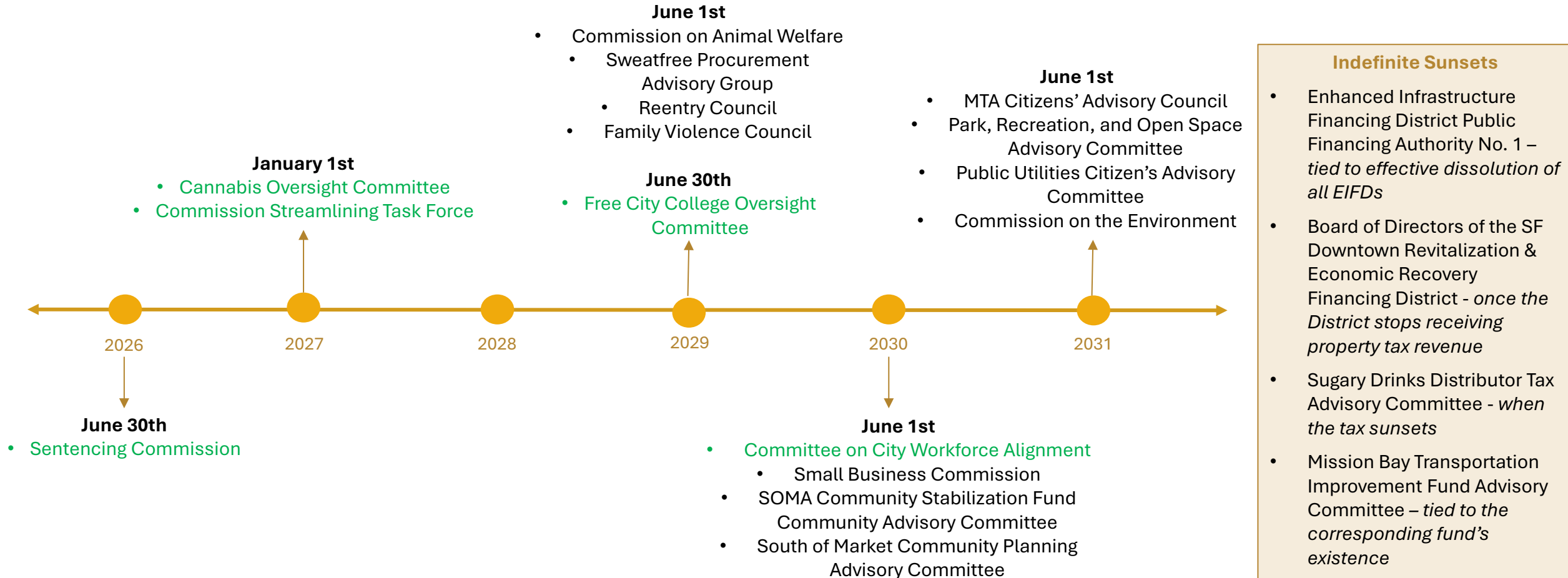
5. Mission Bay Transportation Improvement Fund Advisory Committee (MBTIF AC)

- **Action Item:** Revisit September 17th decision to eliminate the MBTIF AC
- **Options**
 - Maintain September 17th decision to eliminate the MBTIF AC.
 - Change decision and keep the MBTIF AC.
 - Align MBTIF AC to the advisory body template

Template Component	Current State	Advisory Committee Template	Currently Aligned?	Proposal
Number of Members	5 members	15 maximum	Yes	
Appointing Authority	Chase Center owner, UCSF Chancellor, Mayor, and District 6 Supervisor	N/A	N/A	
Appointment Confirmations	None; appointments are effective immediately	No confirmations	Yes	
Member Removal	At will	At will	Yes	
Term Length	None	3 years maximum	No	Align to template; 3-year term length
Term Limits	None	Case-by-case	N/A	If re-authorized, adhere to 12-year (4 term) limit
Qualifications	Various employment or residence requirements	None required	Yes	
Establishing Authority	Administrative Code	Administrative Code	Yes	
Sunset Date	None	3 years	No	Align to template; 3-year sunset

6. Proposal for Staggering Sunset Dates

- **Action Item:** Stagger sunset dates so bodies do not come up for evaluation at once
- The timeline below illustrates when bodies are to be or proposed to be evaluated for reauthorization



Police Commission's Role in Employee Discipline

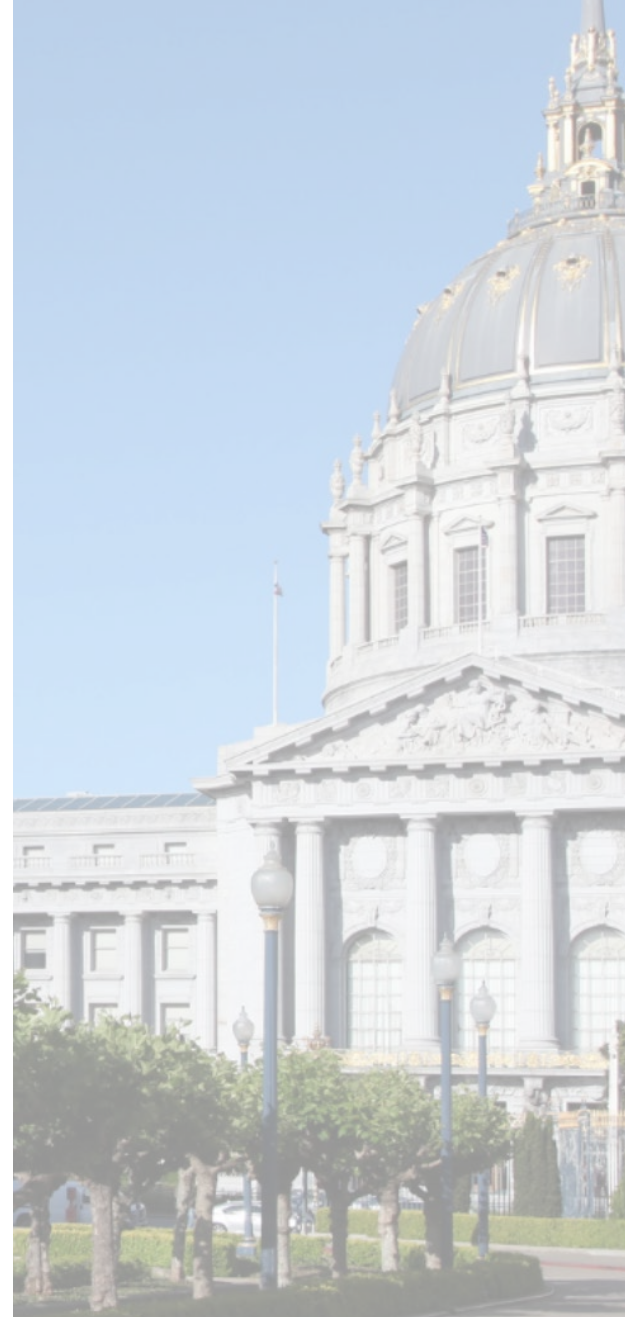
Agenda Item 6



Police Commission

Role in DPA Discipline Cases

- **Action Item:** Clarify the Police Commission's role in employee discipline cases within the purview of the Department of Police Accountability (DPA).
- *Background:* Police Commission makes determinations in employee discipline matters for two departments: Police Department (SFPD) and DPA.
 - For SFPD cases: On 9/3, the Task Force recommended the Police Chief make all disciplinary decisions, with the Police Commission hearing appeals.
 - For DPA cases: On 11/19, the Task Force tentatively recommended requiring the Police Chief to implement DPA's recommendation for discipline, with the Police Commission hearing appeals.
- However, at the 11/19 meeting, there was confusion around the DPA's current process for police discipline.
 - The Task Force requested that staff come back with additional information on how it currently works to inform its recommendation.



Police Commission

Role in DPA Discipline Cases

[OPTIONS PRESENTED ON 11/19]

No staff recommendation. Options outlined by City Attorney's Office:

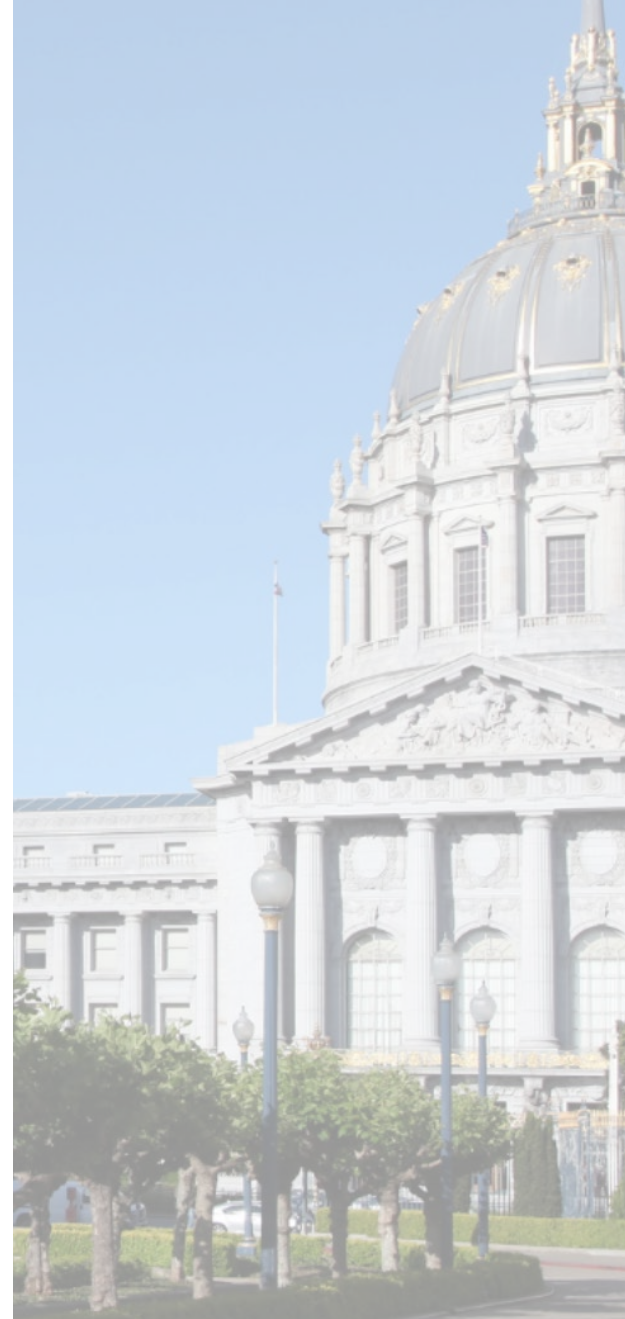
- 1 Empower DPA Director to impose discipline, with appeals taken to Police Commission (similar to decision for SFPD).
 - 2 Have Police Chief implement DPA's recommendation for discipline, with Police Commission hearing the appeal.
 - 3 Keep existing procedures for DPA cases.
 - 4 Have ALJ make the initial determination for charges filed by DPA Director, with Police Commission hearing the appeal.
- Task Force tentative direction on 11/19



Police Commission: Role in DPA Discipline Cases

Guiding Rationale

- **Overarching goal:** Police Commission should be the **appellate** body for employee discipline cases, not the main hearing body.
 - No requirement that all members have trial experience, but the body functions as a trial court
 - Challenges in scheduling timely hearings
- Appellate role would be more appropriate, efficient, and consistent with the Task Force's 9/3 decision for internal SFPD cases



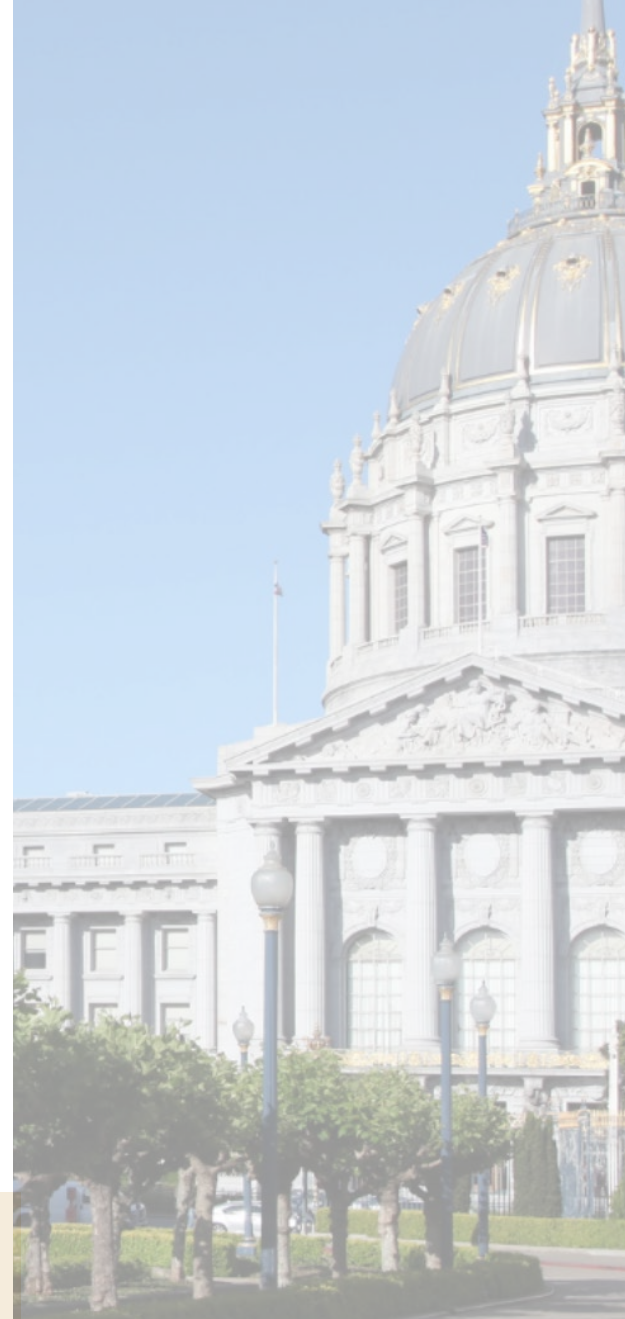
Police Commission: Role in DPA Discipline Cases

Current State

- Refer to handout for a full flowchart of the current process
- **First step: Investigate the complaint**
 - *SFPD's Internal Affairs Division (IAD)* investigates all complaints from other SFPD employees, other law enforcement agencies, and off-duty complaints.
 - *Department of Police Accountability (DPA)* investigates all complaints from members of the public, and any firearm discharge in San Francisco that results in injury or death.
 - Both follow a matrix to determine whether to recommend suspension of 10 days or less, or 11+ days.



Accompanying Handout:
Attachment A

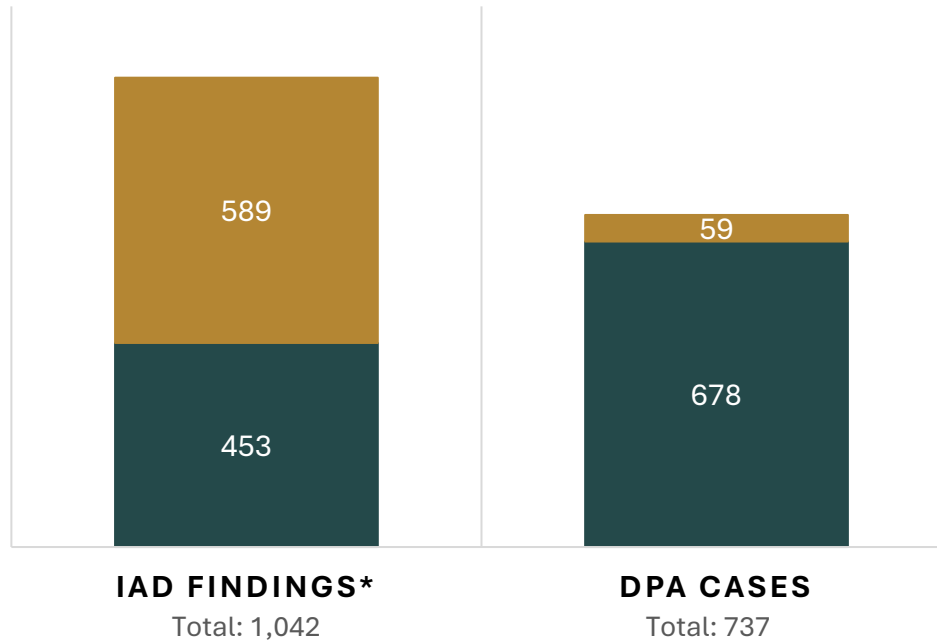


Police Commission: Role in DPA Discipline Cases

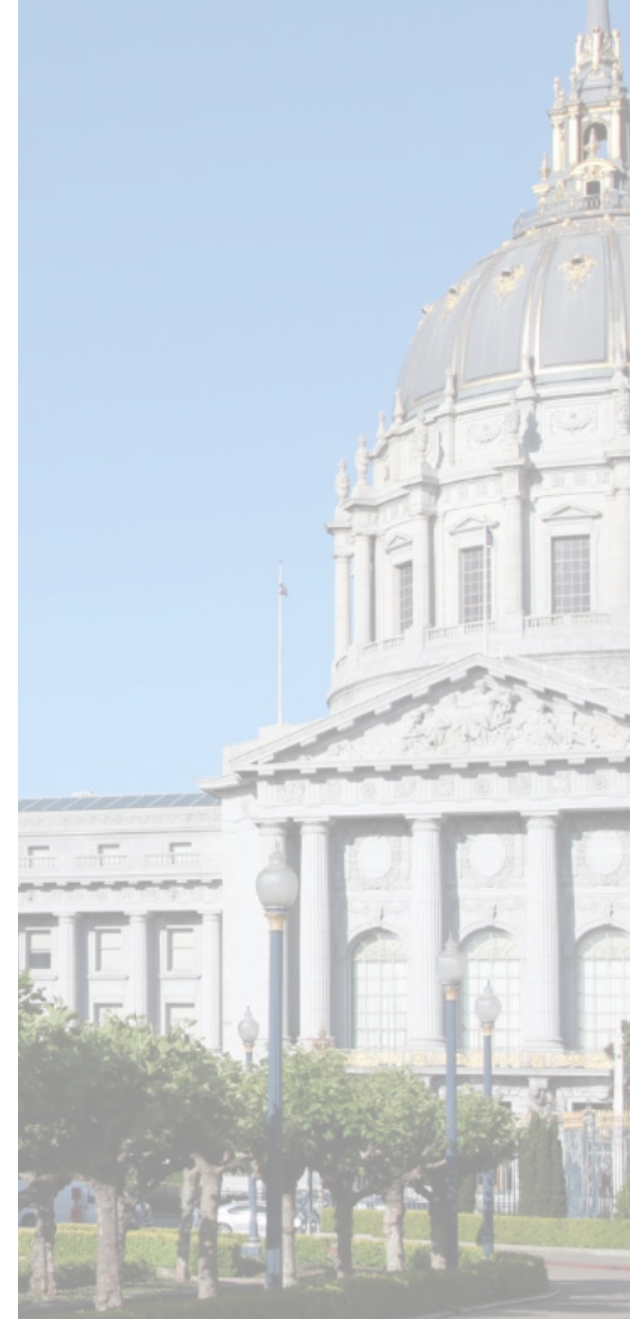
Current State

Distribution of SFPD IAD and DPA Complaints (2024)

- Complaints Sustained (proceed to disciplinary track)
- Complaints Not Sustained



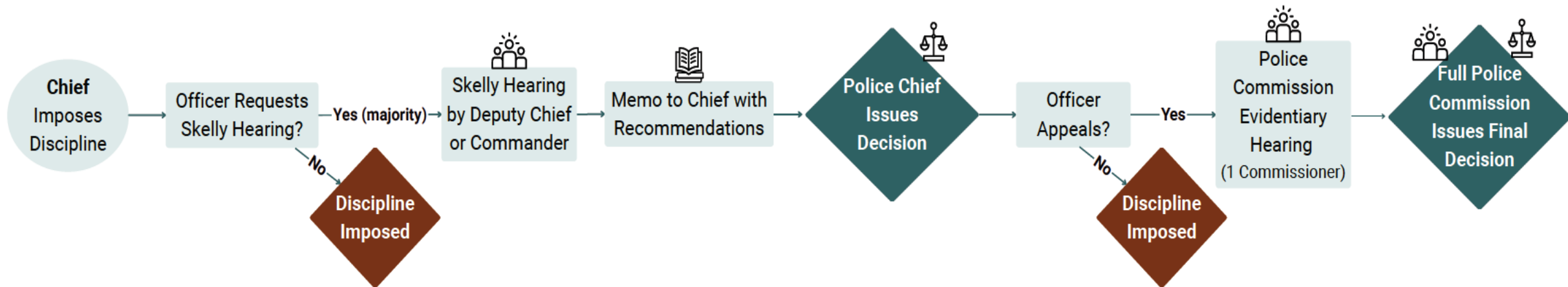
DPA cases represent a small percentage of all sustained cases.



Police Commission: Role in DPA Discipline Cases

Current State – Track 1

- **Next step:** DPA sustained complaints enter the hearing/discipline process. There are two tracks, depending on severity of allegations.
- **TRACK 1: Potential suspension is 10 days or fewer (Police Chief's authority; majority of cases)**



Note: On 9/3, the Task Force decided to apply this process to all SFPD IAD cases, not just those that are ≤ 10 days.

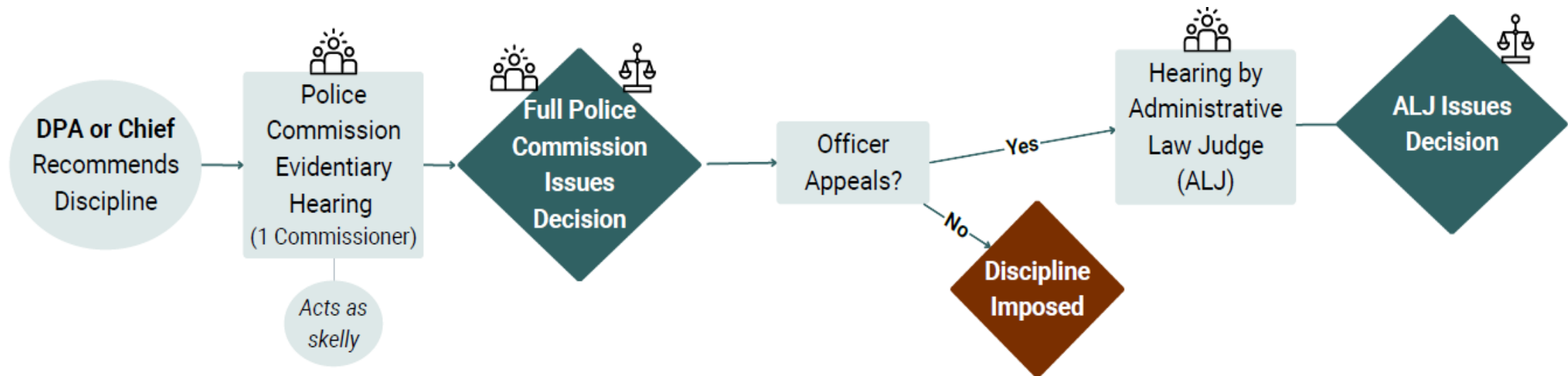


Accompanying Handout:
Attachment A

Police Commission: Role in DPA Discipline Cases

Current State – Track 2

- **TRACK 2: Potential suspension is 11+ days (Police Commission's authority)**



- *At the end of Track 2, officers have an additional appellate remedy via state law (may file writ to Superior Court)*



Accompanying Handout:
Attachment A

Police Commission: Role in DPA Discipline Cases

Challenges with the Current Process



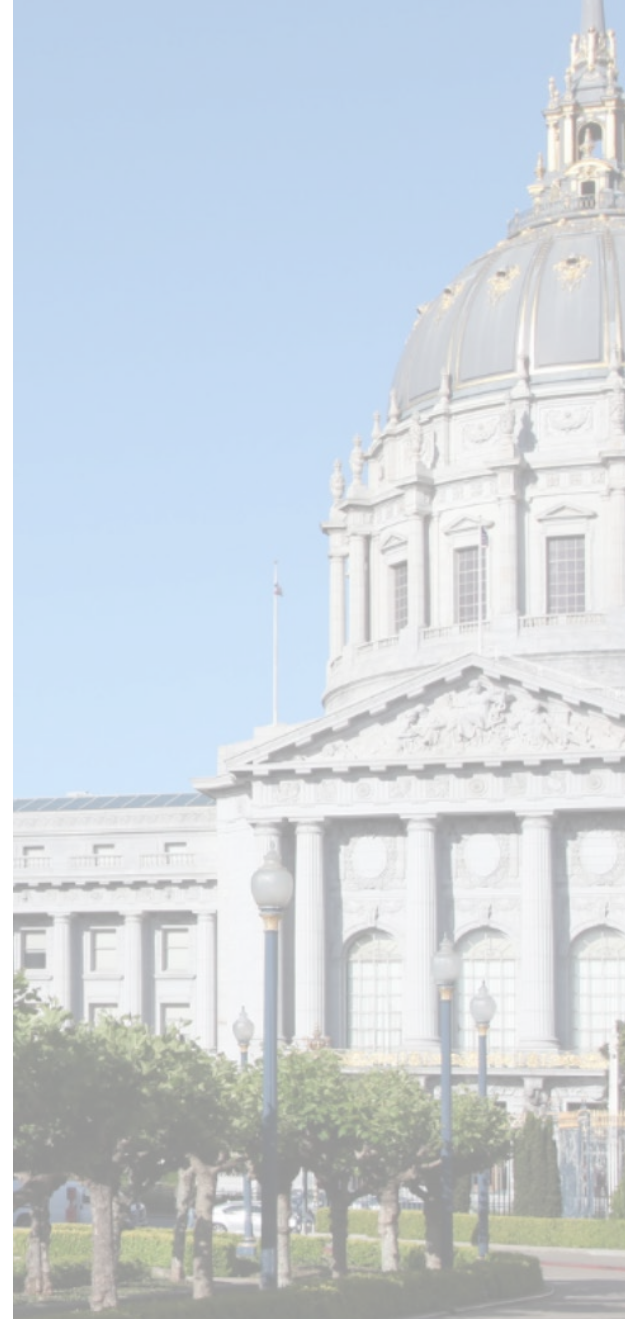
1. GRAY AREAS

- Selection of Track 1 (10 days or less) versus Track 2 (11+ days) may be subjective, and DPA and SFPD investigation processes differ
 - As a result, similar cases can vary in process and timeline
- Evidentiary hearings before Police Commission are handled by only one commissioner, and commissioners have varying levels of expertise with legal or trial matters



2. DELAYED RESOLUTION

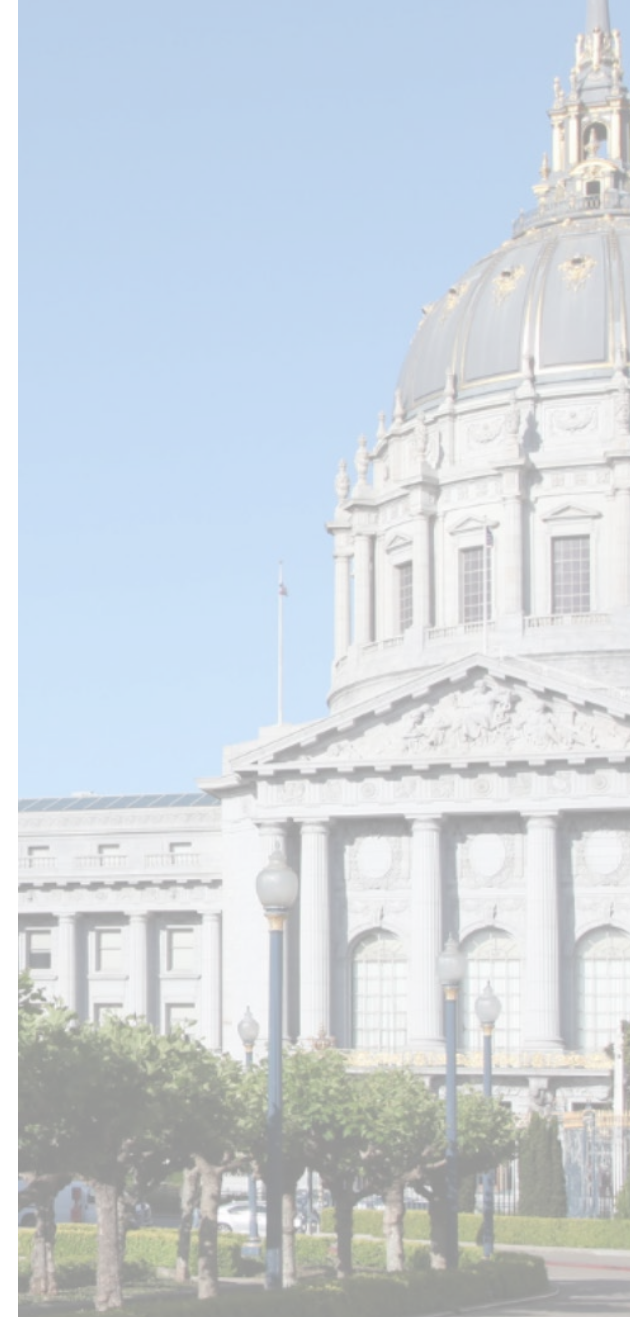
- Even straightforward cases can take years to resolve
 - Example: A case for a 1-day suspension took 6 years to resolve
- Difficult to schedule hearings with Police Commissioners (primarily a concern with past commissioners)
- No deadline by which Commission must act



Police Commission: Role in DPA Discipline Cases

Priorities Going Forward

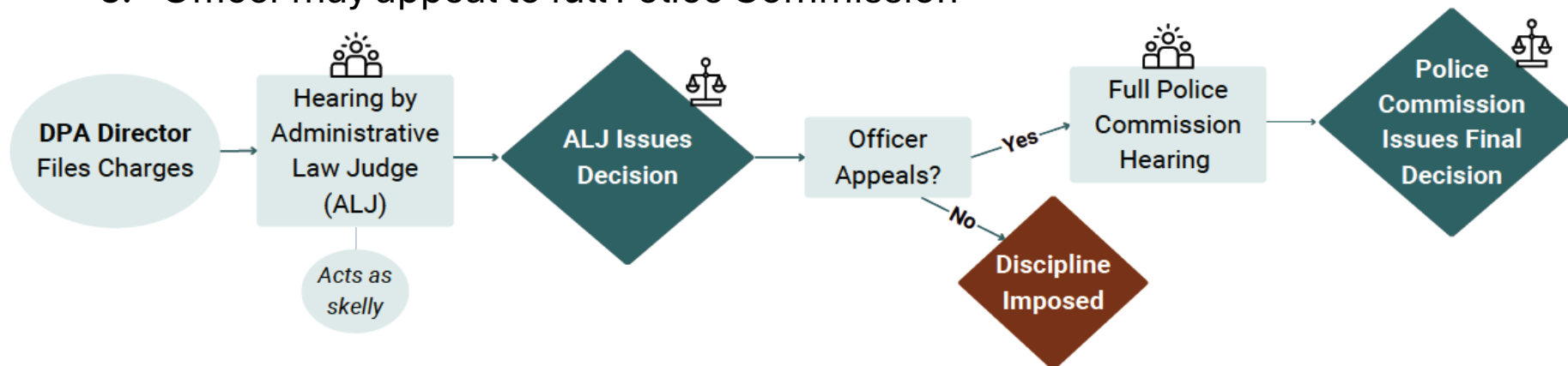
- In light of these challenges, staff have identified the following priorities:
 1. Create a more streamlined process by removing the **10-day distinction** (have only one process, not two).
 2. Help reduce the time it takes to investigate, hold a hearing, and issue judgment by **converting the Police Commission's role to appellate only**.
 3. Ensure sufficient expertise by having a **third-party ALJ trial attorney conduct evidentiary hearings**.
 4. Maintain **DPA's independence** for the cases in its purview.
 5. Maintain departmental decision-making authority by preserving the **Police Chief's discretion**.



Police Commission: Role in DPA Discipline Cases

Option A for Consideration (formerly Option 4)

- **One process – have ALJ conduct evidentiary hearings for all DPA cases:**
 1. DPA Director meets and confers with Police Chief
 - If concurrence, Police Chief and DPA file charges together
 - If no concurrence, DPA may file charges directly with ALJ
 2. Administrative Law Judge (ALJ) holds evidentiary hearing
 - *Potential con:* Cost of external hearings
 - *Alternative third parties:* Civil Service Commission, Human Resources Dept., or hearing officer selected from community
 3. Officer may appeal to full Police Commission

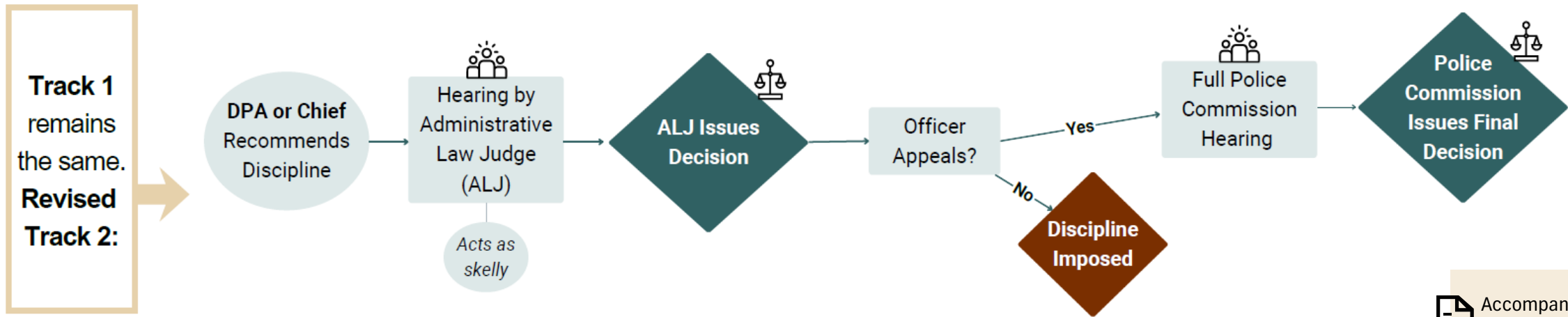


Accompanying Handout:
Attachment A

Police Commission: Role in DPA Discipline Cases

Option B for Consideration

- **Status quo (keep 10-day distinction), but switch ALJ and Police Commission roles for more serious cases (Track 2) so that Commission has appellate role.**
 1. [Track 1 remains the same]
 2. Track 2:
 1. DPA or Chief recommends discipline (if they disagree, DPA may direct file)
 2. Administrative Law Judge (ALJ) holds evidentiary hearing
 3. Officer may appeal to full Police Commission



Accompanying Handout:
Attachment A

Police Commission: Role in DPA Discipline Cases

Option C for Consideration

- **One process – apply existing Track 1 to all DPA cases:**
 1. DPA Director makes recommendation to Police Chief
 - If concurrence, Police Chief files charges
 - If no concurrence, Police Chief may override DPA
 2. Skelly hearing
 3. Police Chief issues decision
 4. Officer may appeal to Police Commission



Accompanying Handout:
Attachment A

Police Commission: Role in DPA Discipline Cases

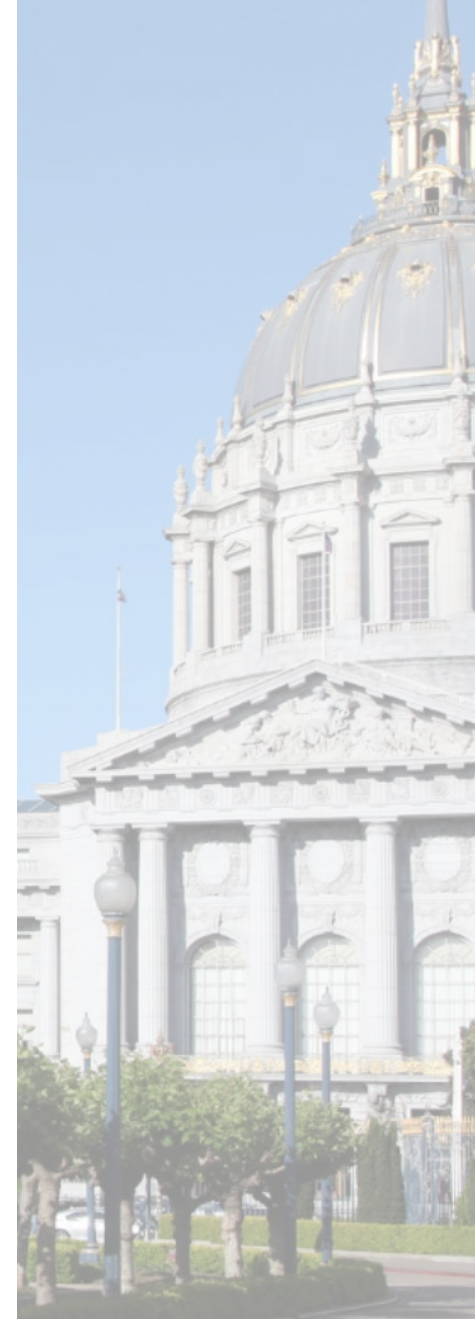
Option D for Consideration

- Maintain current practice
- Recommend in the Task Force's final report that the City Attorney's Office, SFPD, DPA, and Police Commission staff collaborate to improve existing processes

Police Commission: Role in DPA Discipline Cases

Evaluating the Prior Options

	<i>Priorities</i>				
	One process (removes 10-day distinction)	Police Commission hears appeals	Evidentiary hearing by third party	Maintains DPA independence	Retains some Police Chief discretion
Option 1: DPA imposes discipline	✓	✓	✗	✓	✗
Option 2: Police Chief must implement DPA rec	✓	✓	✗	✓	✗
Option 3: Status quo	✗	✗	✗	✓	✓
Option 4: DPA files with ALJ	✓	✓	✓	✓	✓



Police Commission: Role in DPA Discipline Cases

Evaluating the Updated Options

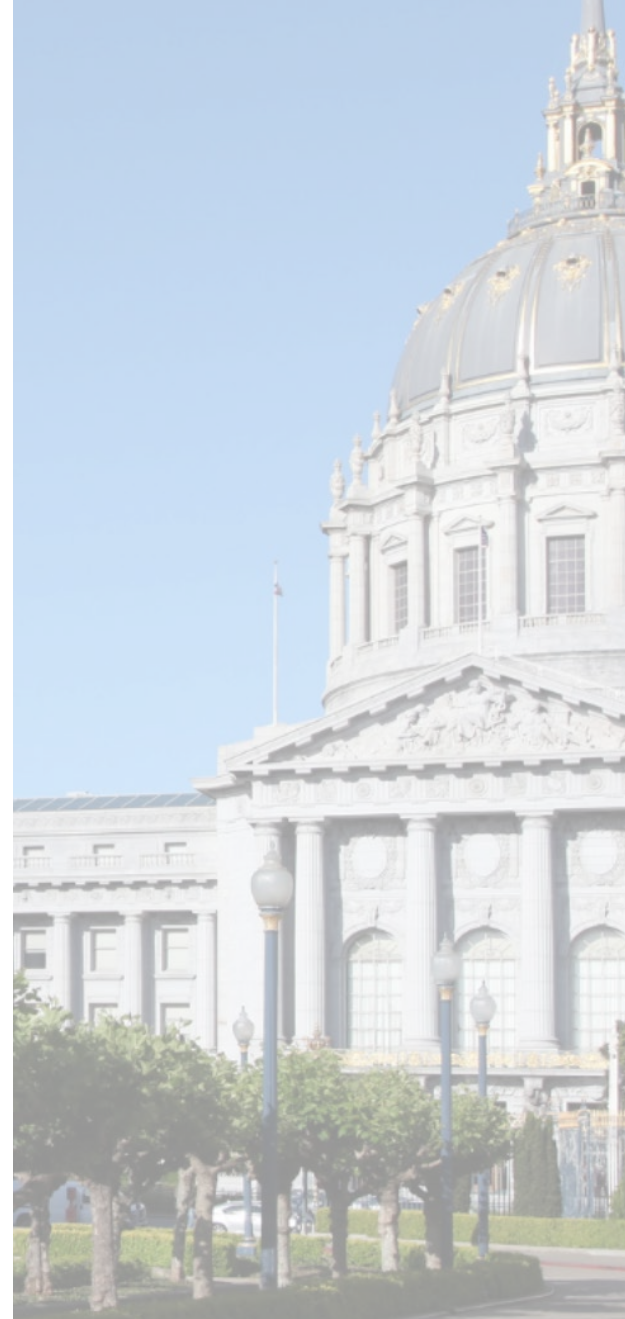
	<i>Priorities</i>				
	One process (removes 10-day distinction)	Police Commission hears appeals	Evidentiary hearing by third party	Maintains DPA independence	Retains some Police Chief discretion
Option A (formerly #4): DPA files with ALJ	✓	✓	✓	✓	✓
Option B: Keep existing processes, but switch ALJ and Commission roles for more serious (Track 2) cases	✗	✓	✓ (for Track 2 cases only)	✓	✓
Option C: Apply Track 1 process to all DPA cases (Chief may override DPA rec)	✓	✓	✗	✗	✓
Option D: Maintain current practice	✗	✗	✗	✓	✓



Police Commission: Role in DPA Discipline Cases

Additional Recommendations

- The Task Force should also consider recommending **closer review and reform of the Police Commission's procedural rules** (not codified) to reflect its strictly appellate function and address other practical issues.
 - May occur via partnership between the City Attorney's Office, SFPD, DPA, and Police Commission staff.
 - *Example issue 1:* There is no deadline by which the Police Commission must hold a hearing.
 - *Possible change to procedural rules:* Set a standard deadline.



A photograph of the San Francisco City Hall dome, a large, ornate, light-colored stone structure with a prominent central dome and a tall, slender spire topped with a golden finial. The building is set against a clear blue sky. A dark teal rectangular box is overlaid on the left side of the image, containing the title text in white.

Ethics Commission Ballot Access

Commission Streamlining Task Force

Jon Givner, Chief Assistant City Attorney

January 21, 2026

Ethics Commission

Draft Process for Placing Measures on the Ballot

1. Ethics Commission holds a hearing and votes to submit a ballot measure to the Board of Supervisors by a 4/5 vote
 - a. Deadline: 168 days before election day (about May 15-20 for a November election)
2. The Board must provide notice to impacted departments at least 10 days before holding a hearing on the proposed measure
3. If 6 members of the Board vote to approve the measure, or if the Board does not act within 45 days, the measure will appear on the ballot
4. If 6 members of the Board vote to amend the measure within 45 days, the Ethics Commission may vote (by 4/5?) to place the measure on the ballot with the Board's amendments or to withdraw the measure
 - a. If the Commission does not act, the measure will appear on the ballot as amended by the Board
 - b. Deadline: 95 days before election day (about July 25-30 for a November election)
5. The Board may not vote to reject the measure; it can only vote to approve or amend



Alternative Proposal from Ethics Commission

1. Ethics Commission holds a hearing and votes to submit a ballot measure to the Board of Supervisors by a 4/5 vote
 - a. Deadline: 275 days before election day (about Jan. 31 to Feb. 5 for a November election)
2. The Ethics Commission must provide notice to the Clerk of the Board and all impacted departments at least 30 days before holding a hearing on the proposed measure
 - a. For rules impacting City officials and departments (ethics rules), conduct 2 separate Interested Persons Meetings for City departments
3. If 6 members of the Board vote to approve the measure, or if the Board does not act within 90 days, the measure will appear on the ballot
4. If 6 members of the Board vote to amend the measure within 90 days, the Ethics Commission may vote (by 3/5 vote) to adopt the Board's amendments or withdraw the measure; or the Commission may place the measure on the ballot with additional amendments (by either a 4/5 or unanimous vote)
 - a. If the Commission does not act, the measure will appear on the ballot as amended by the Board
 - b. Deadline: 95 days before election day (about July 25-30 for a November election)
5. The Board may not vote to reject the measure; it can only vote to approve or amend





Commission Streamlining Task Force

CITY AND COUNTY OF SAN FRANCISCO

Commission Streamlining Task Force Final Report

Appendix H: Meeting Minutes from All Meetings Discussing Public Hearing Body Recommendations



Minutes

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

Daniel Lurie
Mayor

Wednesday, July 16, 2025
1:00 pm

City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Agenda

1. Call to Order

Chair Ed Harrington called the meeting to order at 1:05pm

2. Roll Call

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

Hannah Kohanzadeh called roll. With all five members present, a quorum was established.

3. Announcements (Informational Item)

Chair Harrington confirmed that the meeting needed to adjourn by 4:00 p.m. New clerk Hannah Kohanzadeh introduced herself.

4. General Public Comment

Public comment was received from three speakers:

- Debra Walker, a longtime commissioner, expressed appreciation for the Task Force's work and emphasized the need for consistency, jurisdictional clarity, and clearly defined roles for commissions versus departments, the Mayor, and the Board of Supervisors. She cited her

experience on the Building Inspection, Police, and Arts Commissions and stressed the value of commissions when they are focused and purpose-driven.

- Stacy Smith recommended displaying each Task Force member's title or affiliation during roll call and encouraged members to speak directly into microphones for accessibility in meeting recordings
- Patrick Monette-Shaw provided comment and submitted the following written summary:
I again recommend your staff create a new section on your website to organize and group major documents your Task Force has written and authored, so they are available from a single central page for easier access by the public. Your "Planned Schedule of Meetings" by date is one such document, and your Microsoft Excel "Commission Workbook" is another. The upcoming BLA and City Controller analysis underway of costs of each Advisory Committee and Commission is another such document.

Also, the 83-page "Templates and Criteria for Advisory and Governance Bodies" document is another candidate for the centralized web page. And if you develop separate "Templates" for "Appeals and Regulatory" vs. "Other Bodies," those templates should be placed there too, particularly to provide successive iterations of any revisions and updates to those documents.

Will each policy body receive a separate one- or two-page analysis formatted like the template?

5. Approve Minutes – June 18, 2025 meeting (Action Item)

The Task Force considered approval of the draft minutes from the June 18, 2025 meeting.

During public comment, one speaker, Patrick Monette-Shaw, provided comment and submitted the following written summary:

Thank you for including my 150-word written public comments for several agenda items in these meeting minutes. Overall, Ms. Alonso and her staff are doing an incredibly great job preparing this Task Force's meeting materials, and she has been very responsive to my e-mail questions. But I prefer she not edit my 150-word written comments, and prefer she include them in your minutes as submitted, without editing to add clauses like "He also recommended," or "He asked the Task Force to" I don't want her to waste her valuable time editing my written testimony.

Unfortunately, although I had submitted specific written testimony for Agenda Item #7 "Future Agenda Topics," for the June 18 meeting minutes, they were not included and were eliminated, however inadvertently. I ask this Task Force to delay approving the June 18 meeting minutes until they are revised to include my written comment for Item 7.

Chair Ed Harrington responded that the minutes prepared for the Task Force exceed legal requirements in their level of detail, and that public comments are not required to be included verbatim as long as the minutes provide an accurate summary of the discussion.

Following discussion, the Task Force proceeded with a motion to approve the minutes initiated by Vice Chair Fraser. The motion was seconded by Andrea Bruss and passed unanimously by voice vote.

6. Inactive Bodies (Action Item)

Materials: [Staff Memo](#) and [Presentation](#)

Henry O'Connell, Senior Performance Analyst from the Controller's Office, presented a staff recommendation regarding 34 public bodies identified as inactive. Staff recommended eliminating 31 bodies and deferring action on 3 bodies to the subsequent discussions by policy area.

The recommendation was based on follow-up with departments to understand why each body had stopped meeting, whether its functions were still needed, whether responsibilities had shifted elsewhere, and whether reactivation was planned. For each body, staff prepared a rationale to support the proposed action.

The three bodies recommended for deferral were:

- Board of Examiners – fulfills a specialized function for the Department of Building Inspection but has met infrequently; additional evaluation is needed once templates are finalized.
- Long-Term Care Coordinating Council – closely tied to the Dignity Fund Oversight and Advisory Committee in the City charter; proposed for future discussion with related bodies.
- Our Children, Our Families Council – may be reactivated following a recent ballot measure; staff recommended waiting to assess alignment with new policy direction.

Four members of the public spoke during public comment:

- Stacy Smith, who urged the Task Force to reflect on whether the group's focus should be solely on elimination or if there would be opportunities to modify or combine bodies. Chair Harrington clarified that future Task Force meetings would include discussions of modifying or combining bodies.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
My letter to this Task Force noted you must ignore the Long-Term Care Coordinating Council (LTCCC) decision to self-disband. City bodies don't generally have the authority to unilaterally self-disband.

Before you make a decision in October about whether to eliminate the LTCCC, this Task Force should revisit my letter and consider recommending retaining this policy advisory Council with a much smaller membership. It should focus on the need for institutional-based long-term care facilities in San Francisco, that are greatly needed to prevent the massive out-of-county discharges, discharges that disenfranchise San Franciscans as they age and face illnesses, and need custodial care at the end-of-life. San Francisco's Health Commission is doing an insufficient job of developing long-term care facilities, or even focusing on institutional-based skilled nursing care. There is still a great need for an oversight policy body to focus on accountability for the need for in-county, long-term care institutional settings.

- David Pilpel generally supported the staff memo but recommended expanding the explanatory content in future reports regarding the context and legal framework by which some of the bodies were established. He urged the Task Force to clarify which state-authorized but non-mandated

bodies were being eliminated and to note when successor programs or functions still existed elsewhere in City government.

- Niall Murphy raised an audio accessibility issue and recommended exploring technical solutions to improve hearing conditions for in-person attendees. Chair Harrington responded that hearing room 408 was known for having the worst acoustics in the building.
- Stacy Smith returned to the podium and emphasized that Proposition E was intended to improve the quality, not just reduce the quantity, of public bodies.

Task Force members supported the recommendations:

- Chair Ed Harrington clarified that this was a procedural clean-up and emphasized that elimination today would not prevent the Task Force from revisiting these bodies in future meetings if needed. He also noted a request to revive the Housing Stability Fund Oversight Board but stated that the Task Force's role is not to identify new work for inactive bodies.
- Natasha Mihal emphasized that eliminating a body does not mean the policy area is unimportant, and that the City could reestablish bodies in the future if needed.
- Vice Chair Jean Fraser praised the staff's detailed memo and stated the goal was not to reduce the number of commissions arbitrarily, but to recognize when bodies have effectively disbanded or become obsolete.
- Andrea Bruss agreed with deferring action on the three specified bodies and clarified that certain recommendations, such as those requiring action by the Ethics Commission, would not be forwarded until the end of the Task Force's process, when other legislation is addressed.

Following discussion, Vice Chair Jean Fraser moved to adopt staff's recommendation to eliminate the 31 inactive bodies and defer decision-making on the remaining three. Natasha Mihal seconded the motion, and the Task Force approved the action unanimously by voice vote

7. Templates and Criteria for Advisory and Governance Bodies and Staff Working Groups (Action Item)

Joanna Bell from the Controller's Office presented draft evaluation criteria and structural templates, tools designed to guide future decisions about whether to retain, modify, consolidate, or eliminate public bodies. The discussion focused on finalizing general-purpose evaluation criteria and templates for advisory bodies.

The **first part of the presentation** covered evaluation criteria, which are intended to serve as a consistent, objective framework across body types. Task Force members reviewed proposed refinements to categories and cutoffs, including meeting frequency and vacancy rates. The Task Force supported a threshold defining "**borderline inactivity**" as:

- Fewer than four meetings held in the previous year, or
- More than 25% of seats vacant.

The Task Force then reviewed proposed criteria for **identifying overlapping functions and potential redundancies**. Members agreed to remove two questions related to similar power/authority and added value, stating these were already captured in other tools or too subjective. The remaining criteria focused on whether multiple bodies serve the same policy area or department or similar functions, with members requesting that such overlaps be highlighted in future staff reports.

A third set of evaluation questions concerned **influence and interests**. The Task Force supported retaining two questions:

1. Whether the body is tied to a narrow funding source or niche interest.
2. Whether another body serves the same constituents.

Task Force members requested to remove a third question—whether a body helps elevate the voice of underrepresented communities—due to concerns about subjectivity.

A fourth section on **costs** was removed from the evaluation criteria and will instead be provided as informational context since it is unlikely to drive decisions on its own.

The Task Force then reviewed **criteria specific to advisory bodies, focusing on public participation and representation**. Members supported evaluating whether a body:

- Provides a unique pathway for public input not otherwise available.
- Brings in outside expertise that would otherwise be absent from policymaking.

One proposed question regarding increasing representation of underrepresented communities was removed. The group agreed that equity considerations would be reflected in broader policy discussions rather than in specific evaluation criteria.

Lastly, the group reviewed a general criterion to determine whether a body should be purely advisory (i.e., has no binding legal authority). Task Force members agreed the existing criteria were sufficiently clear and nothing additional was necessary.

In the **second part of the presentation**, the Task Force moved onto a discussion of structural templates for advisory bodies. Senior Analyst Joanna Bell informed the Task Force that while they may elect to apply the templates to future bodies created by ordinance by adding restrictions to the charter, it would be impossible to restrict future bodies created in the charter to the template vision.

Appointing Authority and Confirmations

Task Force members agreed not to prescribe a standard appointing authority in the template. Instead, they supported the position that it should be determined at the time the advisory body is created, based on its purpose and context.

- Chair Ed Harrington, Vice Chair Jean Fraser, and Sophie Hayward emphasized flexibility in matching appointments to need.
- The group agreed to retain language confirming that each appointing authority is entitled to appoint its designated members without secondary confirmation.

Commissioner Removal and Term Lengths

The Task Force reaffirmed previous decisions:

- Members of advisory bodies may be removed at will by their appointing authority.
- Terms should not exceed the advisory body's sunset period. For example, if the body sunsets after three years, member terms may not be longer than that.
- Staggered terms may be addressed at the time of reauthorization.

Qualifications

After discussion of the complications that can arise with overlapping appointment requirements, members agreed to include only one component in the template:

- If no formal qualifications are required, appointing authorities should briefly state why their nominee is qualified to serve.

This decision removed earlier draft language on body- vs. seat-level qualifications and avoided prescriptive requirements in the template itself.

Compensation and Benefits

The group reached consensus on two points:

- The advisory body template will not include a standard for stipends or compensation.
- Members of advisory bodies should not be eligible to purchase health benefits through the City
- Vice Chair Jean Fraser noted that while stipends may serve equity goals, health benefits are a separate matter and not an appropriate justification for appointing or retaining members.
- Andrea Bruss supported stating explicitly that advisory body members are not eligible for health benefits and that compensation decisions remain at the discretion of the appointing authorities.

Establishing Authority

Members unanimously agreed that:

- Advisory bodies should not be placed in the City Charter.
- Existing advisory bodies located in the Charter should be relocated to the Municipal Code, with the Administrative Code being the preferred home for all formal advisory bodies; scattered bodies currently located in other parts of the Municipal Code (e.g., Park Code) should be moved into the Admin Code for transparency and consistency.

Sunset Dates

Members previously agreed that advisory bodies should sunset within three years. Chair Harrington requested the sunset dates be staggered so all bodies do not come up for reauthorization at the same time.

Purpose, Activities, and Reauthorization

The Task Force supported requiring a statement of purpose only at the time of body creation and reauthorization, rather than annually.

- Sophie Hayward and Chair Ed Harrington also supported including a statement of purpose and summary of activities at reauthorization to help justify the body's continuation.
- Vice Chair Jean Fraser expressed interest in the City Attorney's Office prohibiting "default" reauthorizations; the Board of Supervisors should be required to take affirmative action to extend an advisory body beyond its sunset date.

Limits on Public Hearings and Directives

The group discussed concerns about advisory bodies overstepping their roles by calling hearings or directing staff.

- Members agreed that the template should define advisory bodies as limited to providing expertise and input to the appointing authority or department—not issuing directives or initiating policy independently.
- There was consensus to include a clear statement of role and limitations in the general purpose language of the advisory body template.

Naming Conventions

The Task Force discussed standardizing the naming of advisory bodies as “advisory committees.”

- Vice Chair Jean Fraser and Chair Ed Harrington supported using consistent nomenclature, noting that terms like “commission” can be misleading.
- Sophie Hayward raised potential political concerns, especially if some existing commissions are reclassified as advisory committees.
- The group agreed to propose “advisory committee” as the default name but allow exceptions to be handled on a case-by-case basis during policy-area reviews.

The third and final part of the presentation turned to the **type-sorting criteria and structural templates for governance commissions**. Staff asked the Task Force to consider key threshold questions to help differentiate governance bodies from other public bodies. The conversation focused on when governance commissions are appropriate and whether multiple types of governance templates are needed.

Vice Chair Jean Fraser supported creating a governance template for fiduciary commissions that require political insulation due to long-term responsibilities (e.g., infrastructure, physical assets, trust obligations), distinct from general-purpose governance commissions that oversee departments. She emphasized that fiduciary commissions are appropriate when decisions have long-term public impacts and must be insulated from short-term pressures. Chair Ed Harrington noted an additional grouping of public bodies that are called commissions but which do not perform governance functions and may need to be renamed or reclassified.

Presenter Joanna Bell prompted the Task Force to consider in which situations governance bodies may be appropriate, taking into account department oversight; department size; and/or policy area, funding sources, or functions. Task Force members were in general agreement that governance commissions must oversee departments, noting that some exceptions may be needed for “agencies” or “offices.”

Sophie Hayward suggested that rate-setting authority could be one marker of when a governance commission is appropriate, especially when public input is essential. Andrea Bruss agreed but also expressed caution about over-relying on this criterion, noting that many departments set fees and rates but have other more primary functions, thereby not warranting a governance commission. Vice Chair Jean Fraser countered that public hearings on rates are not always the best way to make prudent long-term decisions. She argued that some governance commissions should be established precisely to resist political or public pressure and to ensure sound, forward-looking financial decisions, especially when overseeing infrastructure.

As the end of the meeting drew near, the Task Force turned to a discussion of process, the usefulness of templates for governance bodies, and the need to enable staff to begin developing body-by-body recommendations. There was general agreement that for the next iteration of templates, staff will draft specific proposals for Task Force members to react to, rather than asking questions.

Public comment included the following points:

- Patrick Monette-Shaw provided comment and submitted the following written summary:

How will these templates be used? Will they be turned into separate analyses reports assessing performance of each policy body and governance commission to recommend retaining or eliminating?

Slides 31 and 73 discuss “Annual Reports” required by City Charter §4.103 that each Commission issue — separate and distinct from a City Department’s annual report — describing activities the governance body conducted during the year and recommendations it made. These Annual Reports are different from “Annual Reports” City Department’s that are operational entities with broader responsibilities submit, describing their overall performance, budget execution, and performance data in the department. They were meant to be two different kinds of Annual Reports.

The Annual Reports describing Governance Body’s performance should be retained to evaluate how the body is performing governance oversight. You shouldn’t eliminate those Annual Reports simply because it’s unclear whether Commissions have not been complying with the City Charter requirement to produce them.

- David Pilpel suggested that the Charter should include governance bodies (but not advisory bodies) and that relevant code sections should cross-reference associated public bodies. He also noted concerns about meeting frequency, special meetings, committees, and whether the Asian Arts Museum, Fine Arts Museums, and War Memorial require their own commissions under trust agreements. He supported templates with exceptions and emphasized thoughtful categorization of appeals and rate-setting functions.

8. Future Agenda Topics (Discussion Item)

Materials: [Planned Task Force decision calendar](#)

Project Director Rachel Alonso presented an updated decision calendar for the Task Force, including proposed sequencing for policy-area discussions and remaining template finalization. She also emphasized the importance of completing template work by the August 6th meeting in order to enable 1) the inaugural policy area discussion on September 3rd and 2) the timeline for posting staff recommendations two weeks in advance.

Task Force members agreed that legally required bodies and staff working groups did not require separate in-depth discussion, suggesting instead that staff flag such bodies during policy-based meetings as needed. Chair Ed Harrington requested a brief five-minute discussion on staff working groups to determine whether the Task Force should provide any guidance or recommendations.

Chair Harrington and Sophie Hayward noted that the Public Safety policy-area discussion scheduled for September 3rd may not require a full meeting. Sophie Hayward also complimented the pre-meeting preparation materials, describing them as challenging but helpful. She suggested continuing this approach, with pre-meeting “homework,” particularly as the Task Force shifts from template design to policy application.

During public comment, David Pilpel questioned the grouping of the Airport under economic development rather than infrastructure. Patrick Monette-Shaw encouraged the Task Force to consider

adding additional meetings in the fall to ensure there is enough time to review recommendations, draft the final report, and prepare proposed Charter amendments for submission in early 2026.

9. General Public Comment – Continued from item 4 if necessary

Item 8 was not needed, as item 4 did not exceed 15 minutes.

10. Adjournment

Chair Harrington adjourned the meeting at 4:07pm.

Minutes prepared by Rachel Alonso, Project Director



Minutes

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

Daniel Lurie
Mayor

Wednesday, August 20, 2025
1:00 pm

City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/mryez7u9> and password PropE. Members of the public may use email address CommissionStreamlining@sfgov.org to join the WebEx meeting if needed. To join by phone, dial 415-655-0001 and enter access code (webinar ID) 2663 504 8519 followed by ##. See page 3 for additional remote public comment instructions.

Agenda

1. Call to Order

Chair Harrington called the meeting to order at 1:01 pm.

2. Roll Call

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

Hannah Kohanzadeh, the clerk, called roll. Natasha Mihal was absent. Vice Chair Fraser was delayed but joined the meeting before item 4. With three members present at roll call, a quorum was established.

3. Announcements (Informational Item)

The clerk noted the Task Force initiated outreach to departments and the press to help spread awareness about the Task Force and its ongoing work.

4. General Public Comment

Public comment was received from 15 speakers:

- Dylan Herschel, representative for San Franciscans for Social Housing, urged the Task Force not to eliminate the Housing Stability Fund Oversight Board (HSFOB), as suggested by the staff recommendation and approved by the Task Force at its July 16, 2025 meeting.
- Yoel Haile, Director of the Criminal Law and Immigration Project of the ACLU – Northern California, opposed the staff recommendations to eliminate the Sheriff Department Oversight

Board and the Juvenile Probation Commission on behalf of the ACLU – Northern California. Chair Harrington paused his comment since the bodies were under consideration during Item 7, the borderline inactive bodies. Yoel's full comment is noted below in Item 7's public comment.

- Malaika Finkelstein, teacher at San Francisco City College and member of American Federation of Teachers AFT 2121, emphasized the importance of laborers' voices remaining involved in planning and government.
- Adam Wood, delegate of the San Francisco Firefighters' Union to the San Francisco Labor Council, affirmed support for upholding labor standards, especially in the current global climate of deteriorating labor standards.
- Kim Tavaglione, Executive Director of the San Francisco Labor Council, expressed displeasure with the Task Force, stating that working families should have a voice in local government and the proceedings of the Task Force are eroding that ability.
- Najuawanda (Naj) Daniels, a native San Franciscan, advocated for commissions as an opportunity for regular San Franciscans to participate in government without needing to be City staff or well-connected with politicians.
- Rosa Shields, Political Director of the San Francisco Labor Council, advocated for strengthening commissions rather than eliminating them. She commented on growing inequities in San Francisco which impact laborers and highlighted that commissions are opportunities to address these inequities.
- Jegy Sering, SEIU 1021 Field Representative, raised concerns with labor's voice being removed from government through the commission streamlining process.
- Manuel Rodriguez, Juvenile Probation Commission member and San Francisco resident, expressed his personal opinions. He requested more community outreach about the Task Force's work to increase community participation. He advocated that the Juvenile Probation Commission be listed as a governance commission rather than an advisory committee.
- Patrick Monette-Shaw provided comment and submitted the following written summary:

This Task Force should not eliminate any Boards or Commissions approved by the voters. Period. If you do recommend eliminating bodies approved by the voters, I will have to oppose the Board of Supervisors hearings on your recommendations, and oppose any ballot measure you put before the voters in the future. Does the Streamlining Task Force have a list of which boards and commissions were created by the voters vs. created via other means? Where can I find that list?
- Alex Lansberg, Research and Advocacy Director for the Electrical Industry, expressed both his personal and professional opinion as a member of the HSFOB. He supports the HSFOB and noted that the body has not met because the Board of Supervisors has not allocated funds to the body.
- Julie Traun, Director of the Court Appointed Programs of the Bar Association of San Francisco, expressed support for maintaining current governance commissions rather than making those commissions advisory committees to ensure transparency and public participation with those bodies. She expressed dismay with the recommendation that the Juvenile Probation Commission should not coordinate with the Superior Courts to name members to the commission.
- A worker with SEIU who takes care of their mother and brother affirmed support for being nurturing, loving, and kind.
- Margaret Brodtkin, President of the Juvenile Probation Commission, expressed displeasure with the Task Force and the staff recommendations, stating that it seems as if the default recommendation is to eliminate the body and the public feedback and outreach work is happening too late in the process.

- Tracy Brown-Gallardo, a native San Franciscan, affirmed support for commissions since they incorporate public feedback to make informed decisions and allow a diversity of opinions to be heard.

5. Approve Minutes – August 6, 2025 meeting (Action Item)

This item was not called.

6. Financial Analysis (Discussion Item)

This item was not called.

7. Borderline Inactive Bodies (Action Item)

Chair Harrington stated the Task Force would be considering staff recommendations for 21 bodies. Members could request a specific body to be voted on individually rather than as part of a package. He reminded the public that the Task Force’s votes were tentative decisions, with the final report to be considered in January 2026 being the only official vote the Task Force takes.

Henry O’Connell, Senior Analyst from the Controller’s Office reviewed the process for developing the recommendations. He defined the concept of “borderline inactivity” as identifying bodies with 25% or more seat vacancies or which met fewer than four times in the last calendar year.

Staff recommended ten bodies be kept:

- Bayview Hunters Point Citizens Advisory Committee,
- Cannabis Oversight Committee,
- Children, Youth and Their Families Oversight and Advisory Committee,
- Citizens Committee on Community Development,
- Community Corrections Partnership,
- Disaster Council,
- Elections Commission,
- Enhanced Infrastructure Financing District Public Financing Authority No. 1,
- LGBTQI+ Advisory Committee, and
- Treasure Island Development Authority Board of Directors.

Staff recommended nine bodies be eliminated:

- Justice Tracking Information System (JUSTIS) Committee Governance Council,
- Sheriff’s Department Oversight Board,
- SoMa Community Stabilization Fund Community Advisory Committee,
- South of Market Community Planning Advisory Committee,
- Sweatfree Procurement Advisory Group,
- Treasure Island/Yerba Buena Island Citizens Advisory Board,
- Treasury Oversight Committee,
- Waterfront Design Advisory Committee, and
- Workers’ Compensation Council.

Staff recommended two bodies be deferred:

- Citizens’ General Obligation Bond Oversight Committee, and
- Commission on Aging Advisory Council.

The Task Force confirmed that bodies voted to be kept, modified, or deferred in the meeting would be heard a second time in their policy topic area meeting, whereas bodies voted to be eliminated would not be heard a second time during their policy topic area meeting. All bodies would be open for discussion through January 2026 as the Task Force finalizes its recommendations.

Chair Harrington requested deferring the Sweatfree Procurement Advisory Group and the Sheriff Department Oversight Board; he also requested keeping the Citizens' General Obligation Bond Oversight Committee. Sophie Hayward requested deferring the Bayview Hunters Point Citizens Advisory Committee and the LGBTQI+ Advisory Committee because staff applied equity criteria that the Task Force previously excluded due to concerns about subjectivity. Andrea Bruss commented that the voting process for inactive bodies was confusing for Task Force Members and the public. She also requested to defer the Children, Youth, and Their Families Oversight and Advisory Committee, noting that her request did not imply disagreement with the recommendation. Chair Harrington affirmed that bodies kept would be re-heard during their policy area meeting to help clarify the voting process. Vice Chair Jean Fraser requested only voting on the elimination of bodies since keeping or deferring bodies in the inactive bodies session led to the same outcome of hearing the body at its policy area meeting.

Project Manager Rachel Alonso confirmed Vice Chair Fraser's understanding that keeping or deferring bodies leads to their hearing a second time before the Task Force. She explained these bodies must be heard again because staff lacked full templates when drafting recommendations for the borderline inactive bodies. Staff only had the evaluation criteria, resulting in partial recommendations. However, Ms. Alonso noted any borderline inactive body eliminated would not be aligned to the templates or brought forth for a second review for efficiency's sake.

With Ms. Alonso's process clarification in mind, Vice Chair Fraser recommended the Task Force take no position on the ten bodies staff recommended to be kept or the two bodies staff recommended to defer and solely focus on the nine bodies recommended for elimination. Sophie Hayward approved of Vice Chair Fraser's suggested course of action. Chair Harrington noted that the Task Force had previously decided to defer two of the nine bodies: the Sheriff's Department Oversight Board and the Sweatfree Procurement Advisory Group.

Before the Task Force's vote, public comment was received from 28 speakers:

- Devanshu Patel, Chair of the Bayview Hunters Point Citizens Advisory Committee, urged the Task Force to keep the Bayview Hunters Point Citizens Advisory Committee since the body serves as a communication bridge between residents, City officials, and developers. He clarified vacancies are caused by the member-appointing bodies, not the Committee.
- Molly Bodkin sought to provide comment on the Housing Stability Fund Oversight Board (HSFOB), but Chair Harrington paused her comment since the body was not under consideration for the borderline inactive bodies. Since the Task Force discussed the HSFOB during the July 16th meeting, Chair Harrington invited her to provide comment during the subsequent general public comment period (Item 12), which she did. Her comments are noted below in Item 12's general public comment.
- Julia Toscano, a representative of the San Francisco Living Wage Coalition, stated there should be increased protections for workers. She stated oversight is critical in demonstrating an ordinance is working.
- Jayson Wechter, the inaugural President of the Sheriff's Department Oversight Board (SDOB) who has held various law enforcement oversight positions, advocated for keeping the SDOB. He voiced support for increased independent oversight of carceral facilities, noting that it is the

national trend. He also commented that the Department of Police Accountability is not an appropriate entity to take on the SDOB's work.

- William Palmer, a member of the Sheriff's Department Oversight Board (SDOB), urged the Task Force to recall San Francisco's history and maintain the SDOB. He also credited the Board of Supervisors for making progress in addressing issues incarcerated individuals face. He recommended the \$300 parking stipend be replaced by an exempt sticker to create cost-savings for the body.
- David Woo, a representative of SOMA Pilipinas, advocated the Task Force to keep the SoMa Community Stabilization Fund Community Advisory Committee. He noted the SoMa Community Stabilization Fund still has funds to disperse and uplifted that the body works with MOHCD to ensure community input is incorporated into the fund allocation plans. The body also provides input to the area plans.
- Angelica Cabande, Executive Director of SOMCAN, urged the Task Force to keep the SoMa Community Stabilization Fund Community Advisory Committee and the South of Market Community Planning Advisory Committee because the bodies support the Filipino cultural district and the larger community. She noted the assistance the bodies provide to MOHCD to collect public input and set priorities for the community.
- Teresa Dulalas, Resident Outreach and Education representative of SOMCAN, affirmed support for the SoMa Community Stabilization Fund Community Advisory Committee. She expressed appreciation for the role the body plays in preserving affordable housing in District 6.
- Zachary Frial, Environmental Justice Organizer of SOMCAN, urged the Task Force to keep the SoMa Community Stabilization Fund Community Advisory Committee and the South of Market Community Planning Advisory Committee. He noted that the staff recommendations reflected a lack of community outreach to understand the significance of the bodies under consideration.
- Hene Kelly, a member of the Labor Council, supported keeping the Sweatfree Procurement Advisory Committee and maintaining bodies created by voters.
- Najuwanda (Naj) Daniels, an labor representative for SEIU 1021, strongly opposed the staff recommendation to eliminate the Sheriff's Department Oversight Board (SDOB). She reminded the Task Force that voters approved the creation of the SDOB in 2020 through Proposition D, a Charter amendment that passed with nearly 67% approval, because of repeated incidents of abuse and mismanagement in San Francisco jails. She noted the body acts as a safeguard providing transparency and accountability for the Sheriff's Department.
- Yoel Haile, Director of the Criminal Law and Immigration Project of the ACLU – Northern California, strongly opposed the staff recommendations to eliminate the SDOB and the Juvenile Probation Commission on behalf of the ACLU – Northern California. Eliminating these bodies would centralize authority in the Mayor's Office, which requires public oversight due to decades of misconduct and harm caused to the public. He also commented that the Police Commission should not be modified from its current status to allow the Mayor to appoint and remove members without cause, remove policy and budget decision making abilities, remove the body's authority to appoint department heads, and remove the requirement for body members to have experience to sit on the body.
- Margaret Brodtkin expressed concern with the Children, Youth and Their Families Oversight and Advisory Committee being placed on the borderline inactive bodies list. She also raised concerns with the suggestion that the body become an advisory committee rather than remaining a governance commission. She recommended the Task Force focus on discovering how to make current bodies better and more efficient rather than deciding to keep or remove bodies.
- Kim Tavaglione, Executive Director of the San Francisco Labor Council, expressed support for the Sweatfree Advisory Procurement Group, noting the work the body does to improve working

conditions in other countries. She also expressed support for the Sheriff's Department Oversight Board. She urged the Task Force to keep the SoMa Community Stabilization Fund Community Advisory Committee and the South of Market Community Planning Advisory Committee as well, since their communities use them as news sources.

- Adam Wood, a San Francisco firefighter, advocated for keeping the Sweatfree Procurement Advisory Group, citing the importance of clothing himself and his colleagues in uniforms created under humane working conditions.
- Ariel Park, member of SEIU Local USWW and resident of the Tenderloin, urged the Task Force to keep all bodies under consideration, especially the Sweatfree Procurement Advisory Group (SPAG). She uplifted that one of San Francisco's great qualities is a history of labor activism and cited the SPAG as a marker of that history.
- Rosa Shields, Political Director of the San Francisco Labor Council, advocated for City workers wearing ethically made uniforms and workers writ-large having a say in City government. She supported greater community engagement to collect public feedback about the bodies under consideration and urged the Task Force to keep the Sweatfree Procurement Advisory Group.
- Alice Rogoff, a representative of the San Francisco Labor Council and the San Francisco Living Wage Coalition, supported keeping the Sweatfree Procurement Advisory Group.
- Sheryl Jackson advocated for all bodies under consideration of the Task Force to be kept to maintain accountability efforts in San Francisco. She also requested that all bodies receive increased funding and a communications department to ensure that there is effective communication with communities.
- Julia Toscan, representative of the San Francisco Living Wage Coalition, expressed support for the Sweatfree Procurement Advisory Group (SPAG). Char Harrington paused her public comment to note that members of the public are allowed to provide public comment once per public comment period regardless of their speaking points. Chief Assistant City Attorney Jon Givner affirmed that rule. Chair Harrington allowed Ms. Toscan to proceed with the rest of her public comment. Ms. Toscan stated SPAG is needed to ensure that living wages are paid to garment workers in the U.S. and abroad, and that those attempting to weaken the body are opposed to a living wage, and the sweatfree procurement ordinance should be strengthened rather than weakened.
- Tracy Brown-Gallardo read a letter on behalf of County Supervisor Shamann Walton citing opposition eliminating the Sheriff's Department Oversight Board. The letter reminded the Task Force that the body was created following repeated abuse and mismanagement incidents inside San Francisco jails requiring greater accountability and oversight. The letter notes that removing the body undercuts the will of the voters.
- Calvin Walch lamented the Task Force did not adopt a rigorous public outreach process to help inform staff recommendations. He noted the primary difference between Proposition D and Proposition E was the creation of the Task Force body and shared frustration that the Task Force uses bureaucratic City departments to help make the decisions about which bodies should be kept or eliminated. He also affirmed support for the South of Market Planning Advisory Committee given the Mayor's dedication to revitalizing downtown without a community planning process.
- David Pilpel expressed support for the Citizen's General Obligation Bond Committee, including the City Services Auditor's advisory function, and proposed folding in all city bond oversight – including the MTA Bond Oversight Committee and Revenue PUC Bond Oversight Committee. He flagged that some bodies should not meet monthly, such as the Elections Commission. He also noted that the staff recommendations should continue to include and expand upon descriptions on how different body's functions could be reassigned. Mr. Pilpel also reminded the Task Force that

public comment could be reduced from 3 minutes to ensure that the Task Force could hear the entire agenda.

- Ovava Afuhaamango, a commissioner on the Sheriff's Department Oversight Board, opposed eliminating the Sheriff's Department Oversight Board (SDOB). She affirmed her belief that the SDOB combats historic inequities. Ms. Afuhaamango noted the body provides checks and balances to the Sheriff's Department to prevent gross misconduct. She stated that the majority of inmates in San Francisco's jail are black and brown individuals who will suffer the most if SDOB is eliminated. She also noted how difficult it was to create a Charter body.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
This "Borderline Inactive" category is an artificial category, artificial construct, made up out of thin air by this Task Force. This category wasn't even mentioned in "Prop. E" put before voters.

This Task Force should postpone voting on whether to eliminate any of the so-called borderline inactive bodies without the BLA's cost analysis being complete.

Because the Sheriff's Oversight Board was voter approved, you shouldn't recommend it be combined with DPA. Similarly, the Citizen's General Obligation Bond Oversight Committee, (CGOBOC) shouldn't be combined with another finance body. The goal of streamlining shouldn't hinge on whether a given Board has too many vacancies. The solution is to double-down recruiting to fill vacancies. Issuing future G.O. bonds requires voter approval, that always promise CGOBOC will provide oversight of bonds voters approve.

A reminder: Streamlining Task Force Chair Harrington cautioned against "dramatically altering the City's commission structure, and against radically overhauling public governance."

- Kristin Hardy, a rank-and-file member of Zuckerberg San Francisco General Hospital as a Birth and Death Clerk and Vice President of SEIU 1021 San Francisco, encouraged the Task Force to protect workers' and voters' voices on commissions. She warned not to use labor as a scapegoat and eliminate bodies that have vested interests in City workers' interests.
- John Logan, member of the Sweatfree Procurement Advisory Group, shared that he met with Chair Harrington and expressed confusion as to why the Sweatfree Procurement Advisory Group (SPAG) has become a poster child for "San Francisco's art of accomplishing nothing." The role of the group is ensure the greatest impact of and most cost-effective enforcement of the Sweatfree Ordinance. He stated if the group did not exist, then members of the Office of Labor Standards Enforcement (OLSE) or Office of contract Administration (OCA) would perform the work despite lacking the expertise necessary for proper execution. He is in favor of reducing the size of the body to deal with seat vacancies, which he noted are not caused by SPAG itself but rather by the appointing authorities.
- Celestina Pearl opposed the staff recommendation to eliminate the Sheriff's Department Oversight Board due to its operations as a public oversight mechanism for misconduct and abuse prevention. She also offered support for bodies that enshrine marginalized communities' engagement with the City.

After public comment closed, Chair Harrington clarified that the Task Force does not have the authority to eliminate the Sheriff's Department Oversight Board as the body is written into the Charter and will require voters to pass a ballot initiative to modify or eliminate it. He noted the Board of Supervisors would need to place any changes to the Sheriff's Department Oversight Board on the ballot, which would

then go before voters, and that the Task Force has not taken a position on what should be done with the body to date.

Chair Harrington also explained that the Controller's Office assists with drafting the recommendations based on input heard from the Task Force members. He stated the public should blame the Task Force members rather than the Controller's Office when disagreeing with the staff recommendations. He further stated that the Controller's Office helps the Task Force have a process to move through all the bodies by grouping bodies together so the Task Force and the public can hold discussions on each body.

Vice Chair Fraser highlighted the difficulties of the process discussing each body individually, stating that the Task Force has neither the province nor expertise to recommend a decision for each body. She recommended the Task Force apply rules, such as a template, to each body, keep all bodies, and either honor the codified sunset dates or add sunset dates. She asked her fellow Task Force members if it was a good use of the public's time for them to argue why a body should be kept. Chair Harrington refuted Vice Chair Fraser's suggestion, noting that the Task Force members have already settled on proceeding body-by-body. He also added that he does not think applying a uniform template to bodies works to help determine what should be done with a body.

Chair Harrington affirmed the Task Force members' request to defer voting on the Sweatfree Procurement Advisory Group and the Sheriff's Department Oversight Board; based on public comment, he also recommended deferring the SoMa Community Stabilization Fund Community Advisory Committee and the South of Market community Planning Advisory Committee.

Andrea Bruss motioned for the elimination of the following five bodies:

- Justice Tracking Information System (JUSTIS) Committee Governance Council,
- Treasure Island/Yerba Buena Island Citizen Advisory Board,
- Treasury Oversight Committee,
- Waterfront Design Advisory Committee, and
- Workers' Compensation Council.

Sophie Hayward seconded the motion. The Task Force did not discuss the motion. The vote passed by Chair Harrington, Andrea Bruss, and Sophie Hayward, and was opposed by Vice Chair Fraser. The motion passed 3-1 by voice vote.

Chair Harrington opened the conversation regarding other borderline inactive bodies the Task Force members identified wanting to discuss. He began with the Sweatfree Procurement Advisory Group (SPAG), noting the public's concern with the body's future and that after it was discussed at the Board of Supervisors (BOS) last month, it was sent back to committee; he advised the Task Force let BOS address body's fate. He noted in his conversation with SPAG members that he recommended that they get the Mayor and the Board of Supervisors to make appointments to their group since without adequate membership the group will die. He also recommended that SPAG consider reducing the membership from 15 members to a smaller number to avoid appointment challenges. Chair Harrington concluded by recommending that the Task Force wait until December 2025 for BOS to make a decision on SPAG and only discuss the body if BOS does not take action. Sophie Hayward agreed to defer SPAG until later in 2025. She also provided context about the SPAG legislation at BOS, flagging that it pre-dates the creation of the Commission Streamlining Task Force and does not consider SPAG's effectiveness, so she believes it is not necessarily productive to hand the decision-making back to BOS.

The Task Force agreed to make a motion about all the bodies at once since the intent is to have them heard in their respective policy area groups.

Sophie Hayward motioned for the deferral of the following four bodies to their specific policy area discussion dates:

- Sweatfree Procurement Advisory Group,
- Sheriff's Department Oversight Board,
- SoMa Community Stabilization Fund Community Advisory Group, and
- South of Market Community Planning Advisory Committee.

Andrea Bruss seconded the motion. The vote passed by Chair Harrington, Vice Chair Fraser, Andrea Bruss, and Sophie Hayward. The motion unanimously passed 4-0 by voice vote.

8. Templates Close-out (Action Item)

Chair Harrington opened the item by sharing the Task Force has been discussing templates to have a standard approach for considering the attributes of different kinds of bodies. He noted the Task Force made considerable progress finalizing the templates in its August 6th meeting and that this discussion would conclude the template creation process. Joanna Bell, Senior Analyst with the Controller's Office, reminded the Task Force of where they left off: voting on contract approval authority and policy-making authority for governance commissions.

Contract Approval Authority

Ms. Bell overviewed the current contract approval processes, noting that commissions are not granted contract approval authority by the Charter, but six commissions are granted Chapter 6 construction contract authority by a Board of Supervisors ordinance; thus, commissions may develop policies requiring approval of contracts, but such policies are not legally binding. Ms. Bell shared a chart illustrating the average number of contracts reviewed in 2024, flagging that many governance bodies do not approve contracts, while some approve hundreds annually. Seventeen of 23 governance commissions for which detailed contract approval information was available had some contract approval. Staff recommended keeping the status quo that commissions should have options to approve contracts, however the Task Force should create guidelines for when it is appropriate for commissions to approve contracts. Staff recommended deferring decisions on those guidelines until a later meeting.

Policy-Making Authority

Ms. Bell noted there are differences between creating policy, approving policy, overseeing department work, and directing department work and whether policies impact solely one department or the City as a whole. She noted arguments against allowing commissions to set policy, including that voters elect the Mayor and the Board of Supervisors for this purpose and it is not appropriate for volunteers to set policy. In contrast, governance bodies may not see the purpose of having a commission without policy-making authority. Another argument for governance bodies being able to set policy included that commissions may act as an extension of the Mayor and set policy since the Mayor and Board of Supervisors will never have enough time to touch all policy matters. Lastly, it can be argued that governance commissions being able to set policy provides a forum for public discussion where public input may inform policy. Staff recommended allowing governance bodies to approve specific policies created by departments, but they should not be able to generate their own policies for departments to execute. Staff recommended deferring decisions on details until a later meeting.

Before the Task Force's vote, public comment was received from 10 speakers:

- Stephen “Woody” LaBounty, President and CEO of San Francisco Heritage, spoke in affirmation of the Historic Preservation Commission’s ability to approve of projects, landmarks, and legacy businesses. He noted that if the Historic Preservation Commission were incorporated into the Planning Commission, then the City’s historic preservation would not receive the same level of attention it receives now. He also noted that the Historic Preservation Commission membership requires specific expertise attributing to the body’s success and efficiency.
- Margaret Brodtkin strongly opposed the Task Force altering governance commissions’ abilities to set policy. She noted the challenges of defining what policy-making is and that it could curtail valuable work bodies perform if changes were made. She also commented that a good department head and a good commission know how to work together to achieve policies. She affirmed her previous comments that commission members need training. Ms. Brodtkin also stated that creating templates for bodies is good idea in theory but will not be successful in implementation.
- Kim Tavaglione, Executive Director of the San Francisco Labor Council, urged the Task Force to tread lightly around making decisions on what policies commissions may set since each body has unique missions and needs.
- Courtney Damkroger, a former member of the Landmarks Preservation Advisory Board and Historic Preservation Commission, noted that the ability to approve permits for alterations for designated historic buildings improved the planning and decision-making of maintenance for historic resources.
- Dr. Kathryn Kenley Johnson, a gender policy analyst and researcher affiliated with San Francisco State University and involved with the Commission on the Status of Women, emphasized that the Task Force should refrain from prohibiting commissions from participating in policy-making and leaving policy-setting only to the Mayor and Board of Supervisors because they lack subject matter expertise. She also advocated that the Commission on the Status of Women should be considered a public safety body.
- Julie Soo, President of the Sheriff’s Department Oversight Board (SDOB), noted that commissions work in collaboration with departments to set policy, incorporating public feedback as well. She also noted that while the SDOB is categorized as an advisory body, it holds governance body powers, such as subpoena power. She also noted that stating that members are volunteers does not recognize their subject matter expertise.
- Angelica Cabande, Executive Director of SOMCAN, requested the Task Force slow down their decision-making and engage in a community process to determine what capabilities a commission should have.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Regarding the “Templates Close-Out” agenda item, I note that for “Contract Approval” for Governance Bodies, an argument against Bodies having contract approval was that transparency is possible through regular contract progress reports, and periodic presentations to a given Commission. Unfortunately, it’s too difficult for members of the public to access reports about contract performance. The decision whether Commissions should have contract approval authority should be deferred.

As for whether Body’s should set policies for a department, the Mayor and Board of Supervisors don’t have time to set departmental policies, and neither the Mayor nor Supervisors are subject matter experts on policy issues minutia. The idea a Mayor is a subject matter expert is fatally flawed, just as it’s flawed Donald Trump is a subject matter expert on anything. Commissions aren’t acting as an extension of the Mayor; instead they act as subject-matter experts. This decision should also be deferred.

- David Pilpel supported keeping contract approval and policy-setting authorities for commissions. He expressed support for Margaret Brodtkin’s idea to offer trainings for commissioners. Noting the length of the meeting, Mr. Pilpel requested clarification of what agenda items would be heard later in the meeting and which would be pushed to a future meeting.
- Ovava Afuhaamango, a commissioner on the Sheriff’s Department Oversight Board, affirmed Julie Soo’s comments that the SDOB is set up as an advisory body but holds governance body powers.

Andrea Bruss initiated the Task Force’s discussion by stating her preference to allow the Board of Supervisors (BOS) to continue defining when commissions have contract approval authority, as they do for Chapter 6 departments. Ms. Bell confirmed that Ms. Bruss’s preference aligned with the recommendation for contract approval authority. Sophie Hayward agreed with Ms. Bruss’s comments and noted she did not find the staff recommendation on these template components very useful as she finds the staff recommendation on the body-by-body review. Ms. Hayward ultimately agreed with the idea that BOS should maintain authority to delegate via ordinance when commissions have contract approval authority and noted that there should be a threshold beyond the Chapter 6 threshold.

Chair Harrington summarized that the Task Force seemed to agree with the current contract approval and policy-setting authority for governance bodies, a change in the direction from the August 6th meeting. He agreed with public commenter Ms. Brodtkin that policy-setting is in the eye of the beholder. When Chair Harrington asked if the Task Force agreed with keeping the status quo to close Item 8, Sophie Hayward confirmed her agreement with maintaining the current approaches to contract and policy setting authorities but raised concern with other elements of the templates, noting staff shared the template documents only 12 hours before the August 20th meeting. Ms. Hayward did not want to close Item 8 without addressing her other concerns. Chair Harrington organized the Task Force to affirm their positions on contract and policy setting authorities for governance commissions before moving on to other elements of the templates. Task Force members unanimously agreed to continue to allow the Board of Supervisors to enable governance commissions to approve contracts and to allow governance bodies to continue to set policy.

Sophie Hayward raised her concerns with the Evaluation Criteria posed by staff. She recalled the Task Force unanimously removing criterion 5b, “Was the group established to combat historic inequities, such as neighborhood disinvestment or discrimination?” and shared surprise and frustration that staff included the criterion in the Evaluation Criteria document. She requested criterion 5b be removed from the document and flagged uncertainty of what the document aimed to accomplish.

Ms. Bell responded that staff overrode the Task Force’s decision and included a revised, more specific version of the criterion that the Task Force originally opposed because staff felt strongly about including an equity criterion in the evaluation criteria that inform the overall recommendations. Ms. Hayward acknowledged staff’s discomfort excluding an equity criterion but reflected that it could not be applied consistently – as evidenced by the recommendations shared with the Task Force to date.

Ms. Hayward repeated her desire to remove the equity criterion from the Evaluation Criteria document. Chair Harrington had no opposition to the notion. Andrea Bruss echoed staff’s desire to have equity be a core component of the Task Force’s commission review process but noted that the criterion is subjective and inconsistently applied, leading to confusion about its implementation. She stated the purpose of the evaluation criteria was to provide the staff with objective criteria to apply to the review of the commissions. She advised staff to issue “no recommendation” on a body if they are uncomfortable applying only the objective criteria. Ms. Bruss asked whether staff would adhere if the Task Force

removed the equity criterion again. Staff agreed to do so, and Project Director Rachel Alonso offered to edit submitted staff recommendations to reflect the change. Chair Harrington accepted and appreciated Ms. Alonso's offer.

9. Staff Working Groups (Action Item)

This item was not called.

10. Legally Required Bodies (Action Item)

This item was not called.

11. Future Agenda Topics (Discussion Item)

Project Director Rachel Alonso reminded the Task Force that the next meeting, on September 3rd, included a review of public safety bodies. She noted that the Budget and Legislative Analyst (BLA) did not provide their overview today as planned and that the Task Force could invite them to share their presentation at the September 3rd meeting, highlighting that the BLA's report would be released before then.

Ms. Alonso observed that the current release schedule for staff recommendations created confusion for members of the public regarding which items would be heard at upcoming Task Force meetings. She suggested that staff publish recommendations along a different timeline. Chair Harrington agreed and directed staff to release recommendations in advance of the relevant meeting, but not prior to the completion of discussion on the preceding policy topic.

Chair Harrington and Ms. Alonso agreed to clarify the decision-making process for the Task Force going forward.

Vice Chair Fraser noted the public's confusion about when they could speak on various topics since general public comment was held at the beginning of the meeting. She inquired about the rules for holding general public comment. Chief Assistant City Attorney Jon Givner clarified that general public comment must be held at least once during each meeting, but it can be held at any point. Vice Chair Fraser urged the Task Force to schedule general public comment at the end of the meeting. Chair Harrington initially opposed the idea but allowed the Task Force to hold general public comment at the end of the September 3rd meeting after other members urged him.

Public comment was received from 3 speakers:

- Margaret Brodtkin shared concerns with how the Task Force intends to review each body at future policy area topic meetings. She agreed with Vice Chair Fraser that the Task Force is not in a position to make decisions on the retention or elimination of individual bodies since the Task Force lacks subject matter expertise.
- Caryl Ito, a volunteer for the Commission on the Status of Women for 21 years and previous Airport Commissioner, raised confusion with how Chair Harrington ran the meeting. She stated her understanding that every action decision the Task Force took required a public comment opportunity. She observed the Task Force previously took informal votes by "yay" or "nay" without a formal vote to make decisions to direct staff and did not make time for public comment on those informal votes

Chief Assistant City Attorney Jon Givner responded that the Task Force must hear public comment on every discussion and action item on the agenda. For the action items, the Task Force

must take public comment before taking votes. Mr. Givner noted that the Task Force is only legally required to take public comment once per agenda item even if they take multiple votes within one agenda item. He noted that other bodies may take public comment multiple times within one agenda item if there are multiple votes taken, but it is a policy decision rather than legally required.

- Julie Soo, President of the Sheriff's Department Oversight Board, uplifted the Civil Grand Jury's report on commissions in San Francisco and recommended their report be posted on the Task Force's website for public awareness.

Chief Harrington noted that the Civil Grand Jury presented their findings to the Task Force at an earlier meeting and that their report is already posted on the Task Force's website.

12. General Public Comment – Continued from item 4 if necessary

Public comment was received from 1 speaker:

- Molly Bodkin, a resident of District 6 and a mother who previously experienced homelessness, supported the Housing Stability Fund Oversight Board (HSFOB). She stated that the Mayor's Office and Board of Supervisors' lack of follow-through on policy was not an adequate reason to eliminate the HSFOB. She noted voters approved creating the body and affirmed governments need to continue to fund stabilized and social housing rather than affordable housing.

13. Adjournment

Chair Harrington adjourned the meeting at 4:12 pm.

--

Minutes prepared by Hannah Kohanzadeh, Principal Administrative Analyst.



Minutes

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

Daniel Lurie
Mayor

Wednesday, September 3, 2025
1:00 pm

City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/4x36bp3u> and password PropE. Members of the public may use email address CommissionStreamlining@sfgov.org to join the WebEx meeting if needed. To join by phone, dial 415-655-0001 and enter access code (webinar ID) 2660 665 9092 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 1:02 pm.

2. Roll Call

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

Hannah Kohanzadeh, the clerk, called roll. Andrea Bruss had a planned absence. With four members present, a quorum was established.

3. Announcements (Informational Item)

The clerk noted changes to the meeting structure: general public comment would be held at the end of the meeting and public comment would be limited to two minutes per person. Commenting on these changes, Chair Harrington hoped they would strike a balance of hearing from the public while also getting through the agenda, since the hearing room was booked for another meeting at 3:30pm. Chair Harrington also remarked that the Task Force is exploring other room options in City Hall to enable the Task Force to hold longer meetings.

4. Consent Calendar (Action Item)

The Task Force considered approval of the draft minutes for the August 6, 2025 and August 20, 2025 meetings.

Public comment was received by two speakers:

- Molly Bodkin stated the Task Force should not only consider eliminating and consolidating bodies but also expanding bodies. Ms. Bodkin shared a framework in which to review bodies within three areas: the public's involvement and oversight, labor and tenant concerns, and the protection of the vulnerable. She encouraged the Task Force to keep the voters' will and intent of creating bodies at the core of their decision making.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
During your 8/20/2025 meeting, David Pilpel expressed support for the Citizen's General Obligation Bond Committee (CGOBOC), including City Services Auditor oversight. Pilpel proposed folding in all city bond oversight — including the MTA Bond Oversight Committee and SFPUC's Revenue Bond Oversight Committee (RBOC) — under CGOBOC. Pilpel is ill-informed. The Streamlining Task Force's "Commission List" (formerly titled "Commission Workbook"), lists RBOC as item 152 using a "strikeout," and reports RBOC is inactive. Doesn't Pilpel understand the Board of Supervisors sunsetted RBOC in January 2025?

The MTA Bond Oversight Committee should NOT be folded into CGOBOC's workload. CGOBOC already has enough on its plate overseeing general obligation bonds, which are qualitatively different from MTA revenue bonds, and CGOBOC's duties were already expanded to perform the City Services Auditor oversight, including review and disposition of the Whistleblower Program reports.

The Board of Supervisors decision to "sunset" RBOC was a deliberate removal of independent oversight.

The Task Force unanimously approved the meeting minutes for August 6, 2025, and August 20, 2025.

5. Adult Probation, District Attorney, Emergency Management, and Fire Department Public Safety Public Bodies (Action Item)

Project Director Rachel Alonso presented the evaluation criteria results prepared by staff for the Community Corrections Partnership, Reentry Council, Real Estate Fraud Prosecution Trust Fund Committee, Sentencing Commission, Disaster Council, and Fire Commission. She began her remarks with an overview of the Task Force's process and timeline, noting that Task Force decisions are not binding and that the Task Force can change decisions up until approving its final report by February 1, 2026. She noted that by the Task Force must approve legislation to be introduced to the Board of Supervisors by March 1, 2026. At that point, there will be two paths to actualize the Task Force's recommendations. For bodies in the Charter, the Board of Supervisors has until July 2026 to decide whether to place any Charter amendments on the ballot for the November 2026 election. For bodies in the Administrative or Municipal Codes, the Task Force will submit an ordinance to the Board of Supervisors.

Ms. Alonso explained how the bodies under consideration were reviewed. Firstly, the bodies were evaluated against the Task Force's evaluation criteria. Secondly, staff researched each body by reading the relevant Charter and code sections, contacting City departments to gather more details, and reviewing

public feedback received. Lastly, the bodies were compared to the templates the Task Force created for Governance Commissions, Advisory Committees, and Appeals Boards to assess if any components of the body needed modification to align with the Task Force's ideal states for bodies. After investigation and application of the evaluation criteria and body templates, staff found that the Task Force should take the following actions:

- Community Corrections Partnership – keep
- Juvenile Justice Coordinating council – keep
- Real Estate Fraud Prosecution Trust Fund Committee – keep
- Disaster Council – consider keeping
- Fire Commission – consider keeping
- Juvenile Probation Commission – consider keeping
- Police Commission – consider keeping
- Sheriff's Department Oversight Board – consider combining or eliminating
- Reentry Council – consider keeping or eliminating
- Sentencing Commission – consider eliminating

Adult Probation: Community Corrections Partnership (CCP)

Ms. Alonso outlined that the CCP is legally required to receive state funds. She flagged the CCP is currently not in local code but only in state statute; she recommended the CCP be added to the City's Administrative Code for greater transparency and alignment with the Advisory Committee template. Ms. Alonso suggested that the Task Force consider aligning the CCP to the Advisory Committee template by adding four-year term lengths and three term limits. She advised the Task Force not to place a sunset date on the CCP since it is legally required. She also noted the CCP is a hybrid staff working group and advisory committee and uplifted previous Task Force discussions on potentially removing all staff working groups from City code.

Adult Probation: Reentry Council

Ms. Alonso began her remarks noting the Reentry Council is set to sunset in 2029. She shared that staff investigated whether the CCP and the Reentry Council could be combined but found that they should not since the Reentry Council includes a focus on juveniles that the CCP does not. She stated that many of the Reentry Council's members are department heads, which suggests that the body could continue to meet and meet with the public without being codified. Consequently, the Task Force may choose to eliminate the Reentry Council. However, she raised, if the Task Force opted to keep the Reentry Council and align it to the Advisory Committee template, the number of seats should be reduced from 24 to 15 and term limits should be added for the public members of the body.

District Attorney: Real Estate Fraud Prosecution Trust Fund Committee

Ms. Alonso noted that this body is legally required.

District Attorney: Sentencing Commission

Ms. Alonso shared that the Sentencing Commission is a hybrid staff working group and advisory committee made up primarily of department heads. She uplifted the Sentencing Commission's imminent sunset date of mid-2026, which is likely the soonest a Task Force recommendation would take effect after being codified via an ordinance. She raised that the Task Force could advise the Board of Supervisors to add term limits and term lengths if they reauthorize the Sentencing Commission.

Emergency Management: Disaster Council

Ms. Alonso shared that Director Mary Ellen Carroll of the Department of Emergency Management was

present at the meeting. Ms. Alonso noted that while the Disaster Council is narrowly focused on disaster preparedness, no other body can perform their work. She noted that the body is a hybrid staff working group and advisory committee with a few members of external agencies. She suggested that the Task Force consider not keeping the Disaster Council in code due to its staff working group-adjacent structure and limitations as operating as public body, such as not being able to coordinate and collaborate over email on specific topics or holding meetings with a subset of members who are experts on matters due to quorum concerns. She also noted the value of keeping the body in code to help ensure coordination occurs and to add legitimacy to the body's purpose. Ms. Alonso recommended that the Task Force make exceptions to the Advisory Committee template on term lengths, term limits, and sunset date, since the body is more about coordination than public input and disaster preparedness is an evergreen topic. She advised that the Task Force recommend updating qualifications for the Disaster Council since they are over 30 years old.

Fire: Fire Commission

Ms. Alonso flagged the Fire Commission is a governance commission and the evaluation criteria did not provide a reason to eliminate the body. She noted the Fire Commission could not be consolidated with another body because there is no body with overlapping functions. She noted if the Task Force keeps the Fire Commission, then the Task Force should consider aligning it to the Governance Commission template by adding three-year term limits and removing the body's authority to hire or fire the department head. She also raised that the Task Force may decide to move the Fire Commission out of the Charter and into the Administrative Code – an unresolved Governance Commission template decision. She also suggested that the Task Force consider placing authority to impose all disciplinary action with the Fire Chief and allow the Fire Commission to serve as an appellate body to satisfy the state's appeal requirement.

Chair Harrington stated he was in general alignment with the outcomes Ms. Alonso presented before the clerk called public comment on the bodies discussed.

Public comment was received from one person:

- Patrick Monette-Shaw submitted the following written summary:
The Mayor appoints all five Fire Commissioners. The San Francisco Bar Association rightly noted: "Independent governance of commissions requires that its members [be] independent. The selection of Commissioners should rest with an informed and transparent nomination process. No single branch of government should name all Commissioners."

You're ignoring that truly effective "Governance Bodies" must be independent and have split appointments.

For the Police Commission, Fire Commission, and other Governance Bodies, this Streamlining Task Force is recommending replacing the short-list of three candidates recommended for City department heads, with an undefined, "consultative responsibility only" role, absent guarantees a given Mayor will engage with any Commission in a consultative, or bicameral-like, manner between the legislative and executive branches, let alone consultatively with any specific Governance Commission to preserve checks-and-balances governance.

This Streamlining Task Force is exceeding your mandate by wading into employee discipline. Retain the Fire Commission as it is currently structured.

Chair Harrington opened the Task Force's discussion with the Adult Probation bodies under consideration: Community Corrections Partnership (CCP) and the Reentry Council. Vice Chair Jean Fraser recommended eliminating the Reentry Council so as not to limit the group to public body rules such as quorum or the Brown Act. Chair Harrington supported Vice Chair Fraser's recommendation. Hearing no discussion on CCP, Chair Harrington surmised support to keep the CCP.

The Task Force discussed the District Attorney bodies under consideration: the Real Estate Fraud Prosecution Trust Fund Committee and the Sentencing Commission. Natasha Mihal suggested leaving the Sentencing Commission as-is and not adjusting the body to have term lengths or limits since the body sunsets before the Task Force's timeline could make any changes. Chair Harrington agreed with Ms. Mihal's rationale. Vice Chair Fraser requested that the Task Force's report include language stating the assumption that the Sentencing Commission would sunset and if it is considered for re-authorization, the Task Force recommends its elimination. Task Force members supported Vice Chair Fraser's suggestion. Hearing no discussion on the Real Estate Fraud Prosecution Trust Fund Committee, Chair Harrington vocalized the Task Force's support of the staff's suggestion to keep the body since it is legally required and add language to the code to clarify that the body only needs to meet if the District Attorney calls a meeting to reevaluate the current funding allocations.

The Task Force discussed the Emergency Management body under consideration: the Disaster Council. Vice Chair Fraser noted she has heard the Dept. of Emergency Management (DEM) has been reviewing the Disaster Council and questioned if the Task Force should make any changes ahead of DEM's review. Chair Harrington invited Mary Ellen Carroll, the Director of DEM, to respond. Director Carroll affirmed the staff's suggestion to keep the Disaster Council since DEM is working on editing details of the body since its original drafting in 1972. Ms. Mihal asked Director Carroll whether DEM would do the work of the Disaster Council if the body was not codified. Director Carroll affirmed DEM would continue to carry out the work of the Disaster Council but noted the department would lack a forum to bring together the executive and legislative branches to collaborate on disaster preparedness and the public would miss out on an opportunity to hear about and contribute to the City's disaster preparedness plans. Sophie Hayward confirmed DEM's desire to keep the Disaster Council and its current structure, which is not aligned with the Task Force's templates - noting that there should be exceptions given the importance of this topic, and to allow the Task Force to advise that the body update their membership qualifications. Director Carroll agreed with Ms. Hayward's notes. Ms. Hayward asked Director Carroll and Chief Assistant City Attorney Jon Givner if the membership qualification changes must be codified, to which Mr. Givner replied that the membership qualifications will need to be codified by seat. He recommended that DEM work with his office to draft the updated qualifications which could be introduced to the Task Force at a later date so it could be included in the final Task Force report and drafted legislation sent to the Board of Supervisors. Director Carroll affirmed DEM is working on updates to member qualifications already. Vice Chair Fraser reminded Director Carroll that DEM could engage with the public on disaster preparedness without a commission and raised that commissions are challenging environments to hold dialogues due to the structured processes and rules of public hearings. She encouraged departments and staff to consider alternative methods to connect with the public. Director Carroll noted Vice Chair Fraser's comments and stated the commission also helps keep DEM accountable to share information publicly. Ms. Alonso confirmed Director Carroll was in accordance with the staff's suggestion to keep the Disaster Council, not to impose term lengths and limits or a sunset date, and to update the member qualifications.

The Task Force discussed the Fire Department body under consideration: the Fire Commission. Chair Harrington recapped the proposal to keep the Fire Commission, align it to the Governance

Commission template's three-year term limits, place authority to impose all disciplinary actions with the Fire Chief, and allow the Fire Commission to serve as the appellate body for disciplinary actions. Vice Chair Fraser agreed with the staff suggestion to keep and modify the Fire Commission. She also opened the discussion about whether the Fire Commission should remain in the Charter or be moved to the Administrative Code, stating the body should be added to the Administrative Code so it could be more easily revised by the Board of Supervisors to ensure it is aligned with the City's immediate needs.

Ms. Mihal asked Mr. Givner if the legal requirement for the City to provide fire services impacts where the Fire Commission's authorizing legislation must be housed. Mr. Givner answered that the City does not need a Fire Commission as long as it has appeals body for employee disciplinary actions, so it does not matter where the authorizing legislation is written. Ms. Mihal commented that there may be many positive reasons to move the Fire Commission to the Administrative Code but questioned what the impact of bad actors could be on the Fire Commission in the future if the body were moved out of the Charter, which has maximum protections.

Chair Harrington voiced his belief that certain bodies, like the Fire Commission, are in the Charter because San Franciscans do not want them to change and should a change be sought, the public must authorize it. He affirmed his position that the Fire Commission should remain in the Charter and that the Fire Department should have a commission with public oversight. Vice Chair Fraser refuted the notion, stating that voters vote on issues in a particular year with particular circumstances in mind. She affirmed her belief that elected officials, who are charged with responding to and preventing fires, should be authorized and empowered to respond as quickly and appropriately as possible. She raised concern with prioritizing the voters' voices which may inhibit a functional government that can respond with the level of adaptability required to manage in a changing world. Vice Chair Fraser acknowledged her philosophical difference with Chair Harrington and added that structures created in the past may not be fit for the current world anymore, which is why elected officials need some latitude to make the changes they see fit.

Ms. Mihal commented that if the Task Force placed bodies in the Administrative Code, it would be a referendum on the importance of a body because if the Task Force thought a body should be eliminated, they would eliminate it. She also raised that if the Fire Commission were in the Administrative Code instead of the Charter, the City could have fixed issues stemming from a 2017 legal decision more easily. Chair Harrington affirmed his understanding that core City functions should not be altered by moving out of the Charter.

Ms. Hayward reminded the Task Force that they were all aligned on the Fire Commission regarding moving the disciplinary functions to the department head and allowing the appeals process to occur at the commission and cautioned her colleagues from losing sight of other decisions to be made at the expense of debating whether the Fire Commission should live in the Charter or Administrative Code. She underscored that none of the Task Force members suggested eliminating the Fire Commission. She also stated her core concerns for the Fire Commission were to decide on the disciplinary functions and the appeals process. Ms. Alonso remarked that the Task Force could defer any decisions about establishing authority to November 2025 and deal with a packet of them instead of considering establishing authority body-by-body. Chair Harrington asked the Task Force if anyone would like to make a motion to see if the matter could be resolved.

Vice Chair Fraser motioned to accept the staff suggestion to keep the Fire Commission, align it to the Governance Commission template's three-year term limits, place authority to impose all disciplinary

actions with the Fire Chief, allowing the Fire Commission to serve as the appellate body, and move the body to the Administrative Code. The motion died for lack of second.

Chair Harrington motioned to accept the staff suggestion to keep the Fire Commission, align it to the Governance Commission template's three-year term limits, place authority to impose all disciplinary actions with the Fire Chief, allowing the Fire Commission to serve as the appellate body, and keeping the body in the Charter. The motion died for lack of second.

Ms. Mihal acknowledged she did not want to defer many items but struggled with making the decision that would need to be consistently applied to many bodies.

Ms. Hayward asked her colleagues if they could agree with moving the disciplinary functions to the department head and allowing the appeals process to occur at the commission. Chair Harrington and Vice Chair Fraser affirmed Ms. Hayward's question. Ms. Hayward requested to defer the establishing authority decision to later in the meeting to ensure the Task Force discusses the rest of the bodies on the agenda.

Ms. Alonso and Mr. Givner requested the Task Force formally vote on their decisions while discussing the bodies.

A motion was made for the following:

- Keep the Community Correction Partnership.
- Eliminate the Reentry Council.
- Keep the Real Estate Fraud Prosecution Trust Fund Committee and add language to the code to clarify that the body only needs to meet if the District Attorney calls a meeting to reevaluate the current funding allocations.
- Provide no recommendation for the Sentencing Commission, leave as-is, and state in the report that the Task Force expects the Sentencing Commission not to be re-authorized.
- Keep the Disaster Council, not to impose term lengths and limits or a sunset date, and to update the member qualifications.
- Keep the Fire Commission, add three-year term limits, remove the Commission's ability to remove the department head, move the disciplinary functions to the department head, and allow the appeals process to occur at the commission.

The motion passed unanimously by voice vote.

After deliberating over Item 7 (Police Commission), the Task Force completed its discussion on the Fire Commission. Ms. Mihal motioned to keep the Fire Commission in the Charter. Ms. Hayward seconded the motion, and it passed 3-1 by voice vote with Vice Chair Fraser in opposition.

6. Juvenile Probation Public Bodies (Action Item)

Ms. Alonso presented the evaluation criteria results for the Juvenile Justice Coordinating Council (JJCC) and Juvenile Probation Commission (JPC).

She noted the JJCC is legally required and stated her personal preference that the body be memorialized in the Administrative Code in addition to state statutes. She flagged the JJCC as a hybrid staff working group and advisory committee and recommended it be aligned with the Advisory Committee template, which would require reducing the number of seats from 20 to 15, adding four-year term lengths, adding three term limits for public members, and being added into the Administrative Code. Due to its legal

status, an exception to the sunset date requirement was suggested.

Ms. Alonso shared that the evaluation criteria suggested keeping the JPC. She uplifted staff's decision to provide no recommendation for template alignment for the JPC since the Task Force did not create sorting criteria or rules to decide when a body should be a Governance Commission or Advisory Committee. Before the Task Force reviewed JPC's alignment with templates, Ms. Alonso directed the Task Force to decide whether they wanted to keep or eliminate the body.

Before the Task Force's discussion and vote on the Juvenile Probation Department (JPD) bodies, public comment was received from 18 speakers:

- Julie Traun, Director of the Court Appointed Programs of the Bar Association of San Francisco, expressed support for independent governance for law enforcement agencies – Juvenile Probation, Police, Sheriff Departments – citing personal experiences collaborating with various commissions to create programs resulting in setting state standards. She emphasized advisory capabilities were insufficient for law enforcement agencies because they cannot act on the feedback and public engagement the way governance commissions can. Ms. Traun also uplifted the significance of the juvenile commissions in providing transparency and accountability since juvenile court proceedings are closed to the public.
- Najuwanda (Naj) Daniels, a labor representative for the Juvenile Probation Department for SEIU Local 1021, advocated for keeping all 20 seats for the JJCC because the diversity of membership is important to the body's process.
- Johanna Rasmussen, Chair of the San Mateo County Juvenile Justice Commission and member of San Mateo County's JJCC, encouraged the Task Force to reject changing any aspect of the bodies. She noted San Francisco's unique position in California as the only county with a JPD. She supported continued independent oversight of JPD via commissions. Ms. Rasmussen also noted that nearly 40% of youth in San Francisco's Juvenile Hall come from neighboring counties, so other counties rely on the commissions to ensure their residents are being cared for as they see fit.
- Emily Goldman, Managing Attorney of the Youth Defender Unit of the San Francisco Public Defender's Office, emphasized that juvenile court cases occur behind closed doors and in almost complete secrecy. She raised the point that JPD had tremendous power shaping the youth involved in the justice system. She commented that it is most often vulnerable communities that appear in the justice system, including a disproportionate volume of black and brown youth. Ms. Goldman advocated for the JPC to remain a governance commission, stating it was insufficient for the public's voices to be heard, they must also be acted upon.
- Meredith Desautels, Directing Attorney with the Youth Law Center and District 8 resident, noted her agency's sweeping lawsuit against the City's treatment of youth in Juvenile Hall 35 years ago. She also uplifted the City's transformation by becoming a national leader in juvenile justice since the lawsuit. She credited much of the change to the JPC being a governance commission. She commented that it is most often vulnerable communities that appear in the justice system, including a disproportionate volume of black and brown youth. She emphasized the significance of public feedback, transparency, and accountability in these systems. Ms. Desautels advocated the Task Force to keep the JPC as-is and to keep it in the Charter.
- Arnold Morales, a concerned resident, advocated for the JPC by stating his belief that the body keeps the juvenile justice system operating fairly and accountable for its actions. He commented that the JPC provides the public with a voice to ensure transparency and oversight of the treatment of youth. He emphasized weakening the JPC to an advisory committee would silence the public's voice and reduce the JPD's accountability. He encouraged the Task Force to consider

what removing or altering the JPD would do and advised them to look at surrounding counties' juvenile justice systems.

- Daniel Macallair, Executive Director of the Center on Juvenile and Criminal Justice, commented on the uniqueness of San Francisco's JPD in California and oversight mechanisms via the JPC. He recalled when the JPD and JPC were established in 1989 and advocated for the Task Force not to take the City back in time to when the JPC was not around. He urged the Task Force to keep the JPC as is.
- Kisai Henriquez, Director of Youth Justice at Huckleberry Youth Programs, noted their organization oversees San Francisco's community assessment and referral center. They stated the JPC is a bridge between their organization and the relevant City partners to ensure collaborative operations. They commented that the JPC provides a space where community members, community-based organizations (CBOs), and those impacted have a voice and agency over JPD's policy practices. They advocated the Task Force keep the JPC as-is.
- Lucero Herrera, a native San Franciscan who was charged as an adult at the age of 17 and the Bilingual Coordinator at the Center on Juvenile and Criminal Justice, advocated to keep the JPC as a governance commission in the Charter. Ms. Herrera noted the body provides an important platform for collaboration between the public, CBOs, and City staff.
- Ron Stueckle, Director of Justice Services at Sunset Youth Services and JJCC member, recommended the Task Force make no changes to the JPC, including its placement in the Charter or ability to remove members for cause. Mr. Stueckle affirmed the JPC is one of the most efficient commissions he has witnessed in over 30 years of his career. He cautioned the Task Force from unnecessarily consolidating power under the guise of government efficiency since that always damages vulnerable populations, as seen recently at the federal level.
- Manuel Rodriguez, a JPC commissioner, advocated the Task Force to keep the JPC as-is, especially as a governance commission. He stated the JPC serves as a voice to amplify the community and young people's needs who are in the justice system to work hand in hand, not just with the administrators of the juvenile probation department, but with all stakeholders, to ensure that the policies that come out of the JPD support young people. Mr. Rodriguez invited the Task Force to the next JPC meeting to see the body in action.
- William Palmer shared his experience in the justice system as a youth, when he was tried and incarcerated as an adult at 17 years old. He was not allowed to be considered for parole until he won his court case against then-Attorney General Kamala Harris. SB 260 passed because of his case and others, letting out over 5,000 youth sentenced to life in prison as children. He emphasized the importance of the JPD commissions as opportunities for the community to advocate for children not to be sent to adult facilities and experience other harsh treatments.
- Margaret Brodtkin, President of the JPC, shared her pleasure in hearing people support the JPC before the Task Force. She noted that before the JPC was established, the JPD operated in the dark and JPC brought the issues, policies, and the needs of youth to light. She also voiced opposition to reducing the size of the JJCC to align with the template. She recommended the Task Force not change well-functioning commissions.
- Linda Martley-Jordan, Vice President of the JPC, educator, and advocate for youth, stated her support for keeping the JPC as a governance commission in the Charter. She reminded the Task Force that the Prop L (1989) created the JPC as a governance commission codified in the Charter to ensure oversight of the JPD would not be left to political whims or advisory options alone. Ms. Martley-Jordan dismissed the idea of being an advisory body since their recommendations need not be heeded. She also reminded the Task Force that the JPC is in service of black, brown, immigrant, and LGBTQIA+ youth who too often are caught at the intersections of poverty, systemic racism, and generational trauma.

- Yoel Haile, Director of the Criminal Law and Immigration Project of the ACLU – Northern California, strongly opposed the recommendations put before the Task Force to structurally weaken the JPC. He stated the recommendation reflects an authoritarian approach that would centralize power within the mayor's office and the very offices that require public oversight due to their decades of misconduct, negligence, and harm to the public. He stated the changes under consideration were an attempt to consolidate power within the Mayor's Office masquerading as streamlining or efficiency. Mr. Haile stated the changes considered would decrease accountability and transparency and increase abuse, neglect, and violence.
- Dinky Manek Enty, Deputy Director of the Center on Juvenile and Criminal Justice, Co-Chair of the Juvenile Justice Providers Association, and member of the San Francisco Justice Services Care Model, spoke to the Task Force on behalf of the Juvenile Justice Providers Association and the San Francisco Justice Services Care Model. She noted her comments reflected about 40 organizations' opposition to changing the JPC in any way. She stressed the JPC serves as a platform for CBOs to express needs, concerns, and challenges to serve youth. She also noted that discussions at JPC meetings have resulted in changes to implementation of the San Francisco Justice Services care model, which is now the model adopted citywide to serve all youth who are arrested in San Francisco.
- Barbara Attard, a native San Franciscan and professional with nearly 50 years' experience working with the Sheriff's Department and county parole and oversight of policing, echoed comments made by Julie Traun of the San Francisco Bar Association and voiced support to maintain the JPC as-is.
- Molly Brown, a juvenile justice reform activist, voiced opposition to changing the JPC. Ms. Brown disliked the logic that since the JPD is a small department, it does not need a governance commission. She stated that the small size of the department and budget should be commended and the JPC helps keep the JPD's department and budget small by reducing how many youth interact with the department.

The Task Force opened discussion on the JPD's bodies. Ms. Hayward initiated conversation, stating her desire to keep the JJCC and align it to the template as staff suggested. She supported reducing JJCC membership from 20 to 15 seats, noting that previous Task Force discussions affirmed 15 seats improved functionality and reduced operational challenges, while still being sizable. Ms. Hayward also agreed with the suggestion not to apply a sunset date to the JJCC since it is legally required, which has consistently been the Task Force's practice. She supported adding the JJCC to the Administrative Code since it is not currently codified. Chair Harrington raised concerns with reducing the seats from 20 to 15 without understanding the membership makeup of the body more thoroughly. He also uplifted public comment that the members of the body are important to the body. Ms. Hayward suggested that the Task Force use their experience convening, participating in, and running groups to rely on their earlier decision to cap membership at 15 seats.

Ms. Mihal requested clarification that the JJCC meets once per year, as noted in the presentation's accompanying memo. Ms. Alonso confirmed that the JJCC is required to meet once annually to produce and submit a state-required plan.

Chair Harrington repeated his preference not to reduce the 20-seat membership of the JJCC. Vice Chair Fraser noted that the state only requires the body to have 12 members, as cited in the accompanying memo. She affirmed the use of templates outlining commission structures to help the public understand how City government operates. Vice Chair Fraser reflected on her own experiences that a smaller commission would function better and agreed with Ms. Hayward's initial points about reducing the body's membership to align with the template.

Ms. Hayward motioned to adopt the staff suggestion on the JJCC: reduce the seats from 20 to 15, add four-year term lengths, add three term limits for public members, add establishing authority language to the Administrative Code, and opt out of applying a sunset date. The motion was seconded but failed after the subsequent discussion:

Ms. Mihal requested Mr. Givner clarify if an advisory body of 15 members were to meet and five other people wanted to participate in the meeting, whether they only be able do so through public comment. Mr. Givner affirmed that was correct.

Chair Harrington repeated his preference not to reduce the 20-seat membership of the JJCC and added he was unsure which five seats the Task Force would recommend eliminating. He voiced dissatisfaction that some Task Force members sought to apply the template to this component. Ms. Hayward noted there may be unrepresented voices in the discussion that would prefer a reduction of seats, like department staff who may not be able to advocate for change in front of their commissioners. She expressed appreciation for the staff suggestions that were drafted taking into consideration not only public comments, but also questionnaires sent to departments and additional investigative research. Ms. Hayward affirmed her stance that the template should apply in this instance and to most bodies, noting that the application of the template is not a judgement on any five people.

Chair Harrington asked the staff if they reviewed each seat to assess which should remain or if the template was applied generally. Ms. Alonso responded that in some instances, staff recommended specific seats to be removed and/or discussed seats with department staff, but not for the JJCC. She noted that should the Task Force decide to reduce the number of seats to 15, the decision about which 5 seats to eliminate could occur during legislation drafting.

Ms. Mihal stated while she is inclined to apply templates, she sided with Chair Harrington in the JJCC's case, which would lead the Task Force to a stalemate on this matter. Ms. Mihal voiced that staff perform the outreach to department staff to uncover which seats they would opt to eliminate.

Vice Chair Fraser motioned to defer the discussion on membership reduction and accept the staff suggestion to add four-year term lengths, add three term limits for public members, add establishing authority language to the Administrative Code, and opt out of applying a sunset date. Ms. Mihal seconded the motion, which passed unanimously by voice vote.

Chair Harrington opened the discussion on the JPC reflecting on the abundant public comment advocating to maintain it as a governance commission in the Charter. Vice Chair Fraser motioned that the JPC be aligned with the governance commission template. Natasha Mihal seconded the motion. Ms. Alonso then walked through how the JPC's current structure compares to the governance commission template. She noted the components that would need to be modified to align with the template: member removal would shift from for cause to at will, three term limits would be added, hiring and firing authority would become consultative only, and the Task Force would need to decide where the body should be established.

Before the Task Force voted on Vice Chair Fraser's motion to align the JPC with the governance commission template, Ms. Hayward stated her support to keep the JPC a governance commission and voiced comments on the significance of advisory committees, which play a vital role in providing transparency, a space for community members to share feedback, and are not a "toothless" type of body.

The motion passed unanimously.

Chair Harrington motioned that the JPC's authorizing legislation stay in the Charter since that is the only way to guarantee a governance commission remains a governance commission in the future. Ms. Hayward asked if all governance commissions are in the Charter. Mr. Givner responded that not all governance commissions are in the Charter, such as the Film Commission. Chair Harrington's motion died for lack of a second.

Ms. Mihal repeated a previous suggestion that the conversation about governance commissions' establishing authority be deferred to the end of the meeting. Ms. Hayward noted the Task Force deferred this question during the Fire Commission conversation as well and that it would make sense to discuss those items together to make a consistent decision. Chair Harrington closed Item 6.

After deliberating Item 7 (the Police Commission) and voting on the establishing authority language for the Fire Commission, the Task Force completed their discussion on the JPC. Ms. Mihal motioned to keep JPC in the Charter. Ms. Hayward seconded the motion, and it passed 3-1 by voice vote with Vice Chair Fraser in opposition.

7. Police Department Public Bodies (Action Item)

Ms. Alonso presented the evaluation criteria results for the Police Commission. She shared that the evaluation criteria suggested keeping the Police Commission. She walked through the modifications necessary to align the Police Commission with the governance template: removing split appointments in exchange for only Mayoral appointments with no Board of Supervisors confirmation process, allowing the Mayor to remove appointees without Board of Supervisors approval, adding three term limits, and removing department head hiring and firing authority. Ms. Alonso noted that if split appointments are retained, the Task Force has an opportunity to clarify the Board of Supervisors appointment process to align the Charter with longstanding interpretation and advice from the City Attorney's Office.

Public comment was received from 12 speakers:

- Rebecca Young, member representative of the San Francisco Bar Associations' Criminal Justice Task Force and former Public Defender for over 20 years, opposed the suggestions to align the Police Commission to the governance commission template. Ms. Young strongly opposed the template criteria consolidating power with the mayor since it may diminish constructive deliberation and collaboration between agencies.
- Douglas Engman commented that all the suggested modifications to the Police Commission were in Prop D (2024), which did not pass. He further opined that the Fire and Police Commissions are two of the most important public safety commissions in the City and advocated both be kept in the Charter. He noted the need to maintain public oversight of the Police Department through the Police Commission given the current state of public safety.
- Kisai Henriquez, Director of Youth Justice at Huckleberry Youth Programs, noted their organization's close working relationship with the Police Commission, particularly on the Department General Orders which guide police officers on handling young people allegedly involved in crime. They advocated for the Task Force to keep the Police Commission as-is.
- Ovava Afuhaamango, commissioner on the Sheriff's Oversight Board, advocated to keep the Police Commission as-is. She raised concerns with the suggestions that the mayor consolidate power to appoint all the commissioners.

- Meredith Desautels, Directing Attorney with the Youth Law Center and District 8 resident, urged the Task Force to keep the Police Commission as-is. She stated the suggested modifications disrupt the checks and balances over the Police Department, the operations of which are of vital importance to San Franciscans.
- William Palmer shared a brief history of policing to support his position that it would be a mistake to change the Police Commission from its current state. He noted that while this mayor may be trustworthy and respectable, there may be a more nefarious mayor in the future that could appoint poor commissioners. He urged the Task Force not to tamper with the current checks and balances and to centralize too much power with the mayor.
- Ajai Nicole Duncan, Director of the Prop E (2024) campaign and Chair of the Harvey Milk Democratic LGBTQ+ Club political action committee, strongly opposed suggestions to weaken the Police Commission. She noted the suggested modifications before the Task Force aligned with the changes Prop D (2024) sought to make but failed. She affirmed that the Police Commission needed to remain independent and empowered to hold law enforcement accountable.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Currently, the Mayor appoints four of the seven seats on the Police Commission; the Board of Supervisors appoints three seats. The San Francisco Bar Association rightly noted:
“Independent governance of commissions requires that its members [be] independent. The selection of Commissioners should rest with an informed and transparent nomination process. No single branch of government should name all Commissioners.”

To be an effective “*Governance Body*,” the Police Commission must retain split appointments.

The short-list of three candidates for Police Chief must be retained, too, not replaced with a “*consultative responsibility only*” role, to preserve checks-and-balances governance.

The staff’s “Public Safety Bodies Recommendations” memo stated in Item 4-B on page 37, that the Police Commission can NOT take on the work of other bodies in its policy area. Therefore, this Task Force should stop attempting to transfer the Sheriff’s Department Oversight Board to the DPA under the Police Commission.

- Yoel Haile, Director of the Criminal Law and Immigration Project of the ACLU – Northern California, shared the organization’s early history of continuously holding the institution of policing and police departments across the state, including SFPD, accountable to the communities they serve and the rights of the people enumerated in the constitution. He cited statistics from SFPD demonstrating evidence of systemic racism in their policing practices to advocate for continued oversight and reform of SFPD.
- Zac Dillon, staff at the San Francisco Public Defender’s Office, strongly opposed suggested modifications to the Police Commission because they would significantly reduce the independence of the body, exacerbate existing problems, and incite new problems. He raised concerns with the proposal to place authority to impose all disciplinary action with the Police Chief, stating that the current process takes too long and the bottleneck is already with the Chief. He cited a 2022 Department of Police Accountability report showing that more than half of the cases it referred to the Chief for review waited more than a year. He also raised concerns about consolidating mayoral power.
- Jayson Wechter, a former Department of Police Accountability employee for nearly 20 years and an expert in law enforcement oversight, urged Task Force members not to adopt the suggested modifications to the Police Commission. He noted that consolidating appointment and member

removal powers with the mayor would weaken the independence of the City's Police Commission far beyond similar commissions in Berkeley, Oakland, and for Bay Area Rapid Transit. He urged the Task Force to affirm the independence of oversight and to make it more inclusive, to reflect the diversity of their communities.

- Barabara Attard, a native San Franciscan, professional with 15 years at the Department of Police Accountability, and nearly 50 years' experience working with the Sheriff's Department, noted that the San Francisco Police Commission is one of the oldest in the U.S. She noted the Police Commission has undergone charter revisions over the years to strengthen it and diversify the appointment process – all of which were done through voter mandates. She affirmed the Police Commission's role as a governance body and in establishing policy recommendations. She strongly urged the Task Force to maintain the body in its current form, without changes to appointment procedures or any reduction of its authority.

The Task Force opened discussion on the Police Commission with Vice Chair Fraser recommending that if the Task Force keeps split appointments between the Board of Supervisors and the Mayor, then the Board of Supervisors should not have veto authority over the Mayor's appointments, because it would essentially give them full control over the commission's appointments. Ms. Hayward raised a distinct point to mirror the decision for the Fire Commission's disciplinary function so that the Police Chief would make disciplinary decisions and the Police Commission would act as the appeal body. Chair Harrington noted that disciplinary items that surface from the Department of Police Accountability will also need to be updated to align with whatever changes the Task Force recommends. He further stated that those changes will be more involved and could wait until the final recommendations.

Chair Harrington proposing keeping the Police Commission's split appointments (three appointments by the Board of Supervisors and four appointments by the Mayor). Vice Chair Fraser and Ms. Hayward requested clarifying the Board of Supervisors' veto power on mayoral appointments while deciding on split appointments. A motion was made to allow split appointments with no Board of Supervisors vote power. Ms. Mihal seconded the motion. The vote passed 3-1 by voice vote with Chair Harrington in opposition.

Vice Chair Fraser recommended accepting the following: (1) Mayoral appointees could be removed by the Mayor without Board of Supervisors consent, (2) add three term limits, (3) have the Police Chief make disciplinary decisions and the Police Commission act as the appeal body, and (4) clarify the Board of Supervisors' appointment process to align the Charter with longstanding interpretation and advice from the City Attorney's Office. Chair Harrington opposed Vice Chair Fraser's recommendation because he felt that removal of mayoral appointees should be subject to confirmation by the Board of Supervisors. Chair Harrington took a voice vote of Vice Chair Fraser's proposal which passed 3-1 with Chair Harrington voting in opposition.

The Task Force decided to defer deciding whether the Police Commission will serve as an appellate body for recommendations from the Department of Police Accountability until a later meeting.

Ms. Hayward stated she would recommend keeping the Police Commission, Fire Commission, and JPC in the Charter. Mr. Givner advised the Task Force to take separate votes on each body's establishing authority language. Ms. Hayward motioned to keep the Police Commission's establishing authority language in the Charter. Chair Harrington seconded the motion. Vice Chair Fraser requested Ms. Hayward explain her rationale for keeping the Police Commission in the Charter. Ms. Hayward stated that for Police and Fire Commissions, the disciplinary appeals process is fundamental, so they should live in the Charter. She elaborated by stating the information provided by Mr. Givner that most governance

commissions live in the Charter persuaded her to keep governance commissions in the Charter. Ms. Hayward also noted she felt pressure to make decisions to keep the Task Force moving forward. Ms. Mihal added that public safety bodies could be considered differently from other functions since these departments and bodies impact the safety of individuals, which is worth memorializing in the Charter to protect these issues from being at the whim of political actors. Vice Chair Fraser responded that memorializing bodies into the Charter prevents elected officials from being able to modernize and update the bodies as needed. She also reminded the Task Force that the City's Charter is unlike others across the country in its length and level of detail. The motion passed 3-1 by voice vote with Vice Chair Fraser in opposition.

8. Sheriff's Department Office of Inspector General Bodies (Action Item)

This item was not called.

9. Future Agenda Topics (Discussion Item)

This item was not called.

10. General Public Comment

Patrick Monette-Shaw provided submitted the following written summary:

The BLA's full cost analysis of the 112 Boards and Commission was only posted online on the Streamlining Task Force's web site on September 2, a day overdue, reporting total costs of all 112 Policy Bodies at \$33.9 million — a mere two-tenths of one percent (0.213836%) of the \$15.9 *billion* FY 2024–2025 City Budget. \$33.9 million for robust public oversight of City government, is chump change.

Notably, the BLA's August 20 PowerPoint presentation admitted it was not asked, or tasked, to do a full cost-benefit analysis, let alone assess the value these Boards and Commissions bring to public transparency and oversight. It's strictly a financial analysis performed **only** on Charter-mandated policy bodies, among other data limitations.

This Task Force, and the craven "*Prop D*" and "*BlueprintSF*" Astroturf backers, focus narrowly only on costs of Boards and Commissions, while ignoring the \$301.5 million bloat in City manager hiring since 2010.

11. Adjournment

Chair Harrington adjourned the meeting at 3:33 pm.

--

Minutes prepared by Hannah Kohanzadeh, Principal Administrative Analyst.



Approved Minutes

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

Daniel Lurie
Mayor

Wednesday, September 17, 2025
1:00 pm

City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/2vz9yc73> and password PropE. Members of the public may use email address CommissionStreamlining@sfgov.org to join the WebEx meeting if needed. To join by phone, dial 415-655-0001 and enter access code (webinar ID) 2662 483 5353 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 1:02 p.m.

2. Roll Call

Chair Harrington opened the meeting by asking Project Director Rachel Alonso whether all the necessary documentation is in place to formalize former Task Force member Jean Fraser's resignation and the appointment of new Task Force member Sophia Kittler. Ms. Alonso confirmed that Ms. Fraser's resignation letter and Ms. Kittler's appointment letter and oath of office are documented in writing and saved in staff's files.

Ed Harrington, Chair	seat 4 - Board of Supervisors designee (public sector labor representative)
Andrea Bruss	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)

Angela Yip, the clerk, called roll. With all five members present, a quorum was established.

3. Announcements (Informational Item)

Chair Harrington thanked Jean Fraser for her work on the Task Force and welcomed Sophia Kittler as the new member. He noted that the meeting may run until 5:30 p.m. and future meetings may be relocated within City Hall to reduce time constraints due to back-to-back public meetings. In addition, Chair Harrington stated that the Task Force will be voting to select a new Vice Chair during its next meeting.

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

The Task Force considered approval of the draft minutes for the September 3, 2025 meeting. No public comments were received. The Task Force unanimously approved the meeting minutes for September 3, 2025.

5. Sheriff's Department Office of Inspector General Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Chair Harrington opened by noting that the Task Force would begin by continuing its discussion of public safety bodies not addressed at the previous meeting. Project Director Rachel Alonso introduced the item with a brief overview of the Task Force's process and timeline and explained that this was the second of five meetings focused on reviewing public bodies by policy area.

Sheriff's Department Oversight Board (SDOB)

Ms. Alonso presented on the Sheriff's Department Oversight Board (SDOB), which oversees the Office of Inspector General (OIG). She pointed out that the SDOB does not fit neatly into the Task Force's existing categories of governance, advisory, appeals, or regulatory bodies. She concluded by stating that the Task Force's first decision should be whether to keep or eliminate the SDOB.

Public comments were received from three speakers:

- Spencer Brenasow expressed support for eliminating the SDOB, stating that it has struggled to function since its creation and has persistent vacancies that leave it unable to fill its mandate and a duplicative role with the Department of Police Accountability (DPA). He asserted that maintaining a board that cannot operate properly wastes resources, and that eliminating the SDOB will ensure residents get results, not just duplicated bureaucracy.
- Julie Soo, SDOB President, spoke in support of maintaining the SDOB, emphasizing its role in preventing jail system abuses and building accountability and trust. She argued that merging the SDOB with the DPA would not resolve staffing issues, highlighted that filling vacancies is the responsibility of the Board of Supervisors and Mayor, and submitted 72 pages of documentation outlining the board's recent work.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
The BLA costs report asserted the SDOB costs just \$1.3 million — just eight-one-thousandths of one percent, (0.008176%) of the City's \$15.9 billion budget. Importantly, that \$1.3 million is a ridiculously small price to pay for oversight of the Sheriff's jails, and other functions. And doesn't factor in the benefits to incarcerated people, who deserve adequate accountability from Sheriff's staff. Saving \$1.3 million from \$15.9 billion isn't an "efficiency."

Saving just \$1.3 million in costs by eliminating the SDOB would be a laughable legacy for this Task Force, and stain your credibility!

The “Public Safety Recommendation” reported the SDOB could NOT reasonably be combined with another body because no other body covers similar functions. Further, page 37 documented the Police Commission can NOT take on the work of other bodies in the Public Safety category. This Task Force should stop attempting to transfer the Sheriff’s Department Oversight Board to the DPA!

Chair Harrington opened the Task Force’s discussion by inviting new Task Force member Sophia Kittler to offer remarks. Ms. Kittler framed her comments around two guiding questions: whether law enforcement accountability is important (which she affirmed) and whether the City is currently doing an adequate job (which she questioned). She expressed concern about the SDOB’s persistent vacancies and recent resignations, noting that they undermine the board’s effectiveness. She also wondered how to separate the SDOB from the departments it oversees, as DPA is a department and not an oversight body. She questioned whether the SDOB provides true accountability or merely serves as a venue for community input. While she acknowledged the value of community engagement, she suggested that if the SDOB’s functions could be fulfilled elsewhere, the Task Force should consider elimination.

Natasha Mihal echoed Ms. Kittler’s thoughts, noting the tension between legal limitations on oversight of the elected sheriff and the importance of maintaining a venue for public input on sensitive criminal justice issues. Ms. Mihal stated that the work of investigating police misconduct must continue and raised the question of where it should go. She proposed converting the SDOB into an advisory body with a three-year sunset clause to allow time for structural improvements and membership stability.

The Task Force then deliberated over the SDOB’s advisory role. Ms. Kittler raised the question of who the SDOB would advise if converted to an advisory body, and whether the Sheriff’s Department would be receptive to such advice. In response to Chair Harrington’s inquiry, Julie Soo, SDOB President, clarified that the body engages in policy work primarily through the Sheriff’s legal staff. She described the board as a hybrid body with governance, advisory, and regulatory elements, and noted that it has subpoena power and takes complaints. Andrea Bruss remarked that the SDOB’s work aligns more closely with an advisory role than a governance one, and suggested that the Task Force allow time and space for the board to evolve. She cited the board’s unique structure and the limitations imposed by state law as reasons to support a conversion to advisory status. To further clarify its advisory role, Julie Soo explained that the SDOB has authority over the Inspector General but advises the Sheriff.

Chair Harrington invited Task Force members to make a motion. Ms. Kittler noted that the consensus appeared to support retaining the body in some form. Sophie Hayward added that while the SDOB does not fit existing Task Force templates and cannot provide direct oversight of the Sheriff under state law, it remains important for public input. She underscored the need for transparency and stated that the current structure does not adequately support it. She stated that the SDOB has not had a fair chance to become fully operational and, while not supporting elimination, leaned toward classifying it as advisory rather than governance.

After some discussion among Task Force members, Ms. Kittler made a motion to convert the SDOB into an advisory body and requested that staff return with recommendations on how to align it with the advisory template. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

6. Required Infrastructure Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso introduced the item with a summary of staff’s recommendations for the 20 Infrastructure, Climate, and Mobility bodies: keeping 12 and combining or eliminating eight. She then moved on to the recommendations for the first two bodies: the Port Commission and the Treasure Island Development Authority (TIDA) Board of Directors, both of which are legally required.

Public comment was invited, but none was received.

Sophie Hayward made a motion to keep both bodies and accept the recommendations in the staff report. Andrea Bruss seconded the motion. The motion passed unanimously by voice vote.

7. Department of Public Works Governance Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for three bodies: the Public Works Commission (PWC), Sanitation and Streets (SAS Commission), and Committee for Utility Liaison on Construction and Other Projects (CULCOP).

Public comments were received from seven speakers:

- Lauren Post, Chair of the Public Works Commission, spoke in her personal capacity and reiterated her view that the commission should be eliminated, arguing its oversight is unnecessary and delays capital projects. She urged bold reform, supported Proposition E, and suggested alternative transparency measures through the Board of Supervisors or temporary committees.
- Spencer Brenasow thanked Lauren Post for her candor and echoed her comments in support of eliminating the Public Works Commission. He encouraged the task force to take this opportunity to make government more efficient.
- Sylvia expressed support for eliminating the Sanitation and Streets Commission, stating that it duplicates the work of the Public Works Commission, wastes resources, and creates confusion around accountability. She advocated for consolidating oversight responsibilities under the Public Works Commission.
- Robbie Grisso strongly supported consolidating the Public Works and Sanitation and Streets Commissions, noting that the Sanitation and Streets Department was never created and that maintaining two overlapping bodies wastes resources and diverts staff attention. He emphasized that streamlining government increases effectiveness rather than cutting corners.
- Justin S. supported eliminating the Sanitation and Streets Commission, arguing it was created to oversee a department that no longer exists and lacks real authority. He stated that maintaining it wastes taxpayer money and delays projects, and urged consolidating oversight under the Public Works Commission.
- John Monson referenced his involvement in a Civil Grand Jury report from two years ago that recommended eliminating the Sanitation and Streets Commission, which he supports. However, he expressed concern about eliminating all oversight of the Public Works Department, noting its history of underperformance. Monson suggested that oversight could be reduced, modified, or made advisory.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Appendix 4 in the BLA analysis shows neither the Public Works Streets Commission nor Sanitation and Streets Commission have full-time staff “hard costs,” and the two Commissions combined cost just \$891,710 in so-called “soft costs” for part-time support from Department of Public Works to support both Commissions. That \$891,710 is a mere

0.005608% of the City's current \$15.9 billion City budget. Yes, **just fifty-six ten-thousandths of one percent**.

Eliminating or combining both the Public Works Commission or Streets and Sanitation Commission won't result in actual "hard cost" savings for the City, according to the BLA cost analysis report, precisely because neither commission have full-time staff "hard costs."

Appendix 7 in the BLA's analysis shows that the cost of combining the Public Works Commission with another, unnamed Commission would result in a paltry \$87,535 in savings (just 0.0005505% — a ridiculously **insignificant fifty-five hundred-thousandths of one percent** of the City's current budget!

Sophia Kittler opened the Task Force discussion by making a motion to eliminate both the Public Works Commission and the Sanitation and Streets Commission, and to keep CULCOP with updated language according to staff recommendations. Sophie Hayward seconded the motion. Ms. Kittler referenced the Civil Grand Jury report and her experience with complaints about DPW's costs, timelines, and transparency. She stated that residents' priority is project delivery, but the commissions do not reduce costs, expedite projects, or attract significant public participation, while adding at least six weeks to contracting timelines. She noted that the Board of Supervisors can provide oversight and transparency through its committees, and concluded that the two commissions are duplicative, whereas CULCOP serves a functional purpose.

Andrea Bruss opposed retaining CULCOP, arguing that codifying staff working groups in the Administrative Code reduces flexibility and may not improve participation from external stakeholders like PG&E. She stated her preference to eliminate all three bodies. Chair Harrington proposed a vote on the first two bodies (Public Works Commission and Sanitation and Streets Commission), and then a separate vote on CULCOP.

Ms. Hayward supported eliminating the first two bodies, noting staff findings that most capital projects are already reviewed by client department commissions. She acknowledged street projects as an exception and requested annual DPW reporting on them to the Government Audit and Oversight Committee. Chair Harrington agreed, emphasizing the importance of public engagement, and directed staff to work with DPW and return with recommendations for alternative methods of public input. In response to Ms. Kittler's follow-up question on removing CULCOP from the code, Ms. Alonso clarified that it would not change the ability to hold public meetings, though the body is not currently complying with Brown Act requirements, and added that codification mainly gives DPW leverage for discussions with utilities.

Ms. Kittler then stated she would like to revise her motion and separate the vote, and Chair Harrington summarized her revised motion: to eliminate the Public Works Commission and the Sanitation and Streets Commission, and to direct staff to work with the department on maintaining public-facing functions. The motion passed unanimously by voice vote.

The Task Force considered a motion on CULCOP. Ms. Kittler rescinded her original motion to retain it, and Ms. Bruss moved to eliminate it, seconded by Ms. Kittler. Chair Harrington stated that, in general, staff working groups should not be codified. Members and staff clarified that while removing CULCOP from code would formally eliminate it, the department could and should still convene the group informally. The motion to eliminate CULCOP passed unanimously by voice vote.

8. Department of Environment Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for three bodies: the Commission on the Environment (CoE), Municipal Green Building Task Force (MGBTF), and Urban Forestry Council (UFC). Ms. Alonso summarized the staff recommendations to keep the first two and either combine or eliminate the latter.

Public comments were received from six speakers:

- Lila Holzman expressed support for the Commission on the Environment, noting her professional background in climate change and recent attendance at commission meetings. She described the meetings as a valuable public forum for discussion and emphasized that the Department of the Environment remains relatively small given the scope of its mission.
- Karla Nagy, member of the San Francisco Urban Forestry Council, spoke on behalf of the international Urban and Community Forestry Society and submitted a letter supporting the Council. She highlighted San Francisco's global leadership in urban forestry, the Council's critical role in that success, and its instrumental work in passing Proposition E in 2016.
- Doug Engmann, representing the Yes on E campaign committee, expressed strong support for retaining the Commission on the Environment as a governance body. He highlighted its role in San Francisco's national recognition for environmental leadership and cautioned against diminishing its visibility or authority.
- Igor Lacan, Chair of the Urban Forestry Council, strongly supported retaining the Council, noting its unique advisory and coordination role, expertise of its members, and programs like the Landmark Tree Program that cannot be easily transferred. He argued that dissolving the Council would be a significant setback and submitted written comments.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
The \$336,277 in combined soft costs across the Commission on the Environment, Municipal Green Building Task Force, and the Urban Forestry Council bodies rolled into one for this category represents just 0.002115% **twenty-one ten-thousandths** of one percent — of the City's \$15.9 **billion** City budget.

As the bar chart in my Public Correspondence letter titled "BLA Cost Analysis Monette-Shaw" posted on today's agenda shows — which I hope this Task Force has read — the entire \$33.9 **million** the BLA identified in total Commissions and Boards hard- and soft costs represents just 0.213836% —zero, point twenty-one, **OF ONE PERCENT** — of the City's \$15.9 **billion** City budget. Is this Task Force worried about saving 0.21% of the City Budget?

If so, you're on a fool's errand, with your panties tied in a knot, attempting to eliminate just **twenty-one ten-thousandths of one percent** trying to combine these Department of the Environment oversight bodies. Get real!

- Kristina Pappas, a San Francisco resident speaking on behalf of the San Francisco League of Conservation Voters, expressed strong support for maintaining the Commission on the Environment's governance authority. She stated that the Commission would be toothless and ineffective without it, emphasizing its critical role in coordinating environmental priorities like sustainable transportation and environmental justice and ensuring they are not overlooked.

Natasha Mihal asked about rules for passive meeting bodies, and Chief Assistant City Attorney Jon Givner explained they are not fully subject to the Brown Act but must post meeting notices and allow public attendance. Chair Harrington then asked about the Urban Forestry Council's relationship to other agencies; Ms. Alonso stated there is little active coordination, while Urban Forestry Council chair Igor Lacan emphasized the Council provides recommendations and a forum for interdepartmental coordination.

The Task Force deliberated on the Commission on the Environment. Sophia Kittler highlighted the Mayor's Office interest in strengthening the Department of the Environment's policy-making role given the climate emergency and questioned the Commission's current governance role. Senior Performance Analyst Joanna Bell noted the Commission has formal oversight powers, though their use in practice is unclear. Chair Harrington and Ms. Kittler emphasized that commissions should be evaluated for their potential as policy forums, with Ms. Kittler suggesting that converting the Commission to an advisory body could free it to focus more on broad environmental issues.

The Task Force then discussed the policymaking role of environmental bodies. Ms. Kittler questioned whether the Municipal Green Building Task Force's waiver function could transfer to the Commission on the Environment, but Ms. Alonso clarified it is a technical body advising the Director, and not a policymaking entity. Ms. Mihal noted that governance bodies typically oversee specific departments, while environmental issues are citywide, and suggested that converting the CoE to an advisory body could strengthen its policy role. She also observed that the Urban Forestry Council has fulfilled its original purpose and should be celebrated as a success. Sophie Hayward agreed, citing progress in tree management, and underscored the value of advisory bodies in shaping policy, pointing to the Commission on the Environment as a candidate for an expanded advisory scope. Andrea Bruss noted that the Commission is a governance body because it is in the Charter and appoints the Department head, but aligning it to the governance template would reduce its authority and membership. She suggested that converting it to advisory could expand participation and policy engagement, and argued that the MGBTF's functions could be handled internally. Ms. Alonso confirmed that the CoE advises on policy and makes resolutions to the Board of Supervisors. Chair Harrington emphasized the symbolic importance of keeping the Commission in the Charter, while Ms. Kittler favored minimizing Charter provisions and stressed that policymaking should remain with the department. Ms. Bruss concluded that environmental policy is already governed by the Environment Code and legislative process.

Ms. Kittler made a motion to:

1. Retain the Commission on the Environment but make it an advisory body;
2. Eliminate the Urban Forestry Council, with the understanding that its work could be absorbed by the Commission; and
3. Eliminate the Municipal Green Building Task Force, with the understanding that its functions can and should be carried out by staff.

The motion was divided into two parts.

Ms. Bruss emphasized that San Francisco's environmental values can be upheld without placing commissions in the Charter and suggested instead adding a statement affirming the City's commitment to environmental leadership. Chair Harrington noted that supporters of the Commission on the Environment were active in the Proposition E campaign and viewed its inclusion in the Charter as symbolic. He cautioned that removing CoE from the Charter could signal a reduced City commitment to environmental priorities, which he did not want to convey.

The first vote—on eliminating the Urban Forestry Council and the Municipal Green Building Task Force—passed unanimously by voice vote. The second vote—on retaining the Commission on the Environment as an advisory body—passed 4–1 by voice vote, with Chair Harrington opposed.

9. Municipal Transportation Agency Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for five bodies: the MTA Board of Directors (MTAB), MTA Citizens' Advisory Council (CAC), Bicycle Advisory Committee (BAC), Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT), and Mission Bay Transportation Improvement Fund Advisory Committee (MB TIF-AC).

Public comments were received from seven speakers:

- Sarah Bertram, Vice Chair of the MB TIF-AC, supported retaining the committee, noting that it represents a promise made during the neighborhood's redevelopment. She emphasized the importance of balancing growth with livability and asserted that now is not the time to eliminate the body.
- Alice Rogers, President of the South Beach-Rincon-Mission Bay Neighborhood Association, supported keeping the MB TIF-AC, stressing its role as a long-term mechanism for managing development impacts and quality of life. She recommended shifting oversight to the Controller's Office and instituting a five-year review with performance metrics.
- Aaron Leifer, Chair of the SFMTA CAC, opposed a sunset provision and emphasized the CAC's role in ensuring public engagement on public-facing transit service. He noted that its work aligns with the MTAB calendar, provides valuable input, and strengthens MTAB's decision-making.
- Doug Engmann, representing the Yes on E campaign committee, also supported retaining the MTA CACs, arguing that it addresses issues affecting all San Franciscans and provides valuable public input that MTAB relies on.
- Bruce Agid, Chair of the MB TIF-AC, urged keeping the committee, highlighting its role in ensuring development supports quality of life and fulfills commitments tied to the development of the Chase Center. He expressed concern that staff's recommendation focused solely on transportation, while 30–40% of the fund is appropriated to other departments, including the Police Department and Public Works.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
The staff memo asserts the SFMTA Citizen's Advisory Committee (CAC) "slows down MTA actions" and "overlaps" with the MTA's Board of Director functions and meetings. Former SFMTA CAC members have disputed this claim as incorrect. The staff assessment claims the CAC costs \$178,000 annually, so the Task Force should consider **combining** the CAC with the larger MTA Board — **or worse, assigning the SFMTA's CAC's function to SFMTA staff** — or eliminating the CAC entirely. CAC members have disputed this assertion, too.

If the Task Force recommends combining the CAC with the STMTA Board, or SFMTA staff, the 11 CAC members appointed by each of the Board of Supervisors would disappear, leaving MTA oversight to only Mayoral appointees.

This Task Force should leave the SFMTA's Citizens' Advisory Committee just as it is, and take no action today. You certainly should not transfer this CAC's functions to SFMTA staff!

- Kathy Setian advocated for retaining the MTA CAC as an independent body, emphasizing its unique role in ensuring community input on service changes. She cited the CAC's role in preserving the J Church line and warned that eliminating it could jeopardize public trust, especially ahead of any future funding measures requiring voter approval.

Chair Harrington acknowledged the complexity of the MTA's governance and cautioned against changes that could complicate a 2026 revenue measure. While he generally supports removing advisory bodies from the Charter, he was willing to make an exception in this case. Sophia Kittler reiterated her perspective that fewer items should be in the Charter and that CACs duplicate commission functions but acknowledged that she would not push to eliminate the MTA CAC in this instance.

On the MB TIF-AC, Chair Harrington noted the Administrative Code already sunsets the committee when the fund expires. Ms. Kittler confirmed the fund currently has no money, and Chief Assistant City Attorney Jon Givner clarified that the Board of Supervisors would need to remove the body by ordinance. Ms. Kittler observed that public commenters wanted a venue to discuss transportation impacts in Mission Bay and asked about other CACs in the area. Ms. Alonso responded that none are codified, though Andrea Bruss pointed to a Mission Bay CAC exists under the Office of Community Investment and Infrastructure (OCII). Ms. Alonso also explained the makeup of the MB TIF-AC with varied appointment requirements. Ms. Bruss questioned the need for the committee given the absence of funds, and Natasha Mihal agreed it should sunset consistent with its original legislation. Ms. Bruss added support for retaining ISCOTT while urging consistency in applying governance templates to MTAB.

In deliberations on other bodies. Ms. Mihal stressed consistency in applying criteria, supporting the MTA CAC but questioning why it should be treated as more important than the Commission on the Environment. Sophie Hayward praised ISCOTT and agreed the MB TIF-AC should sunset like the fund, while supporting moving the MTA CAC to the Administrative Code. On the Bicycle Advisory Committee, Ms. Kittler opposed retaining it, and Ms. Bruss agreed, noting it had fulfilled its purpose.

The Task Force then took the following actions:

1. Mission Bay Transportation Improvement Fund Advisory Committee (MB TIF-AC): Motion to eliminate made by Ms. Kittler, seconded by Ms. Mihal. The motion passed unanimously by voice vote.
2. Interdepartmental Staff Committee on Traffic and Transportation (ISCOTT): Motion to retain in its current capacity made by Ms. Bruss, seconded by Ms. Kittler. Ms. Kittler added that any reference to ISCOTT in the Charter should be removed. The motion passed unanimously by voice vote.
3. Bicycle Advisory Committee (BAC): Motion to eliminate made by Ms. Kittler, seconded by Ms. Mihal. The motion passed unanimously by voice vote.
4. Municipal Transportation Agency Citizens' Advisory Council (MTA CAC): Ms. Bruss moved to retain the CAC, move it to the Administrative Code, and require a Mayoral appointee to be a resident of Mission Bay or other neighborhoods impacted by Commission Streamlining Task Force decisions. The motion died for lack of a second. Some Task Force members expressed discomfort with prioritizing certain neighborhoods over others. Chair Harrington then moved to retain the CAC and keep it in the Charter, but that motion also died for lack of a second. Ms. Bruss then moved to retain the CAC, move it to the Administrative Code, and leave its composition unchanged for now, with the understanding that appointment qualifications may be revisited later. Ms. Hayward seconded. Ms. Alonso confirmed that the motion included all recommended changes to align the body with the advisory committee template. The motion passed 4–1 by voice vote, with Chair Harrington opposed.

5. Municipal Transportation Agency Board of Directors (MTAB): Ms. Bruss moved to retain the Board and align it to the governance template while keeping it in the Charter. Ms. Kittler seconded. The motion passed unanimously by voice vote.

Mr. Givner clarified that the Director of Transportation is currently appointed by the MTA Board under an individual contract, as stipulated in the Charter. If the Task Force's recommendations are adopted, the authority would default to the Mayor.

10. Public Utilities Commission Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented staff recommendations for four bodies: the Public Utilities Commission (PUC), Public Utilities Citizens' Advisory Committee (PU CAC), Rate Fairness Board (RFB), and Southeast Community Facility Commission (SECFC).

Public comments were received from three speakers:

- Erin Roach, a new CAC member, supported streamlining commissions but emphasized retaining CACs, noting their value in providing community insight that complements the limited capacity of the five-member PUC. She praised the expertise of CAC members and argued that while consolidation may be tempting, CACs are important and relatively inexpensive.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Currently, the Public Utilities Commission's (SFPUC) Citizens' Advisory Committee's (CAC) members are appointed by the Board of Supervisors, including one from each Supervisorial District.

The BLA's financial analysis documented the SFPUC CAC only receives part-time employee "*soft costs*" of just \$58,307, that likely won't disappear, as the BLA report noted, if SFPUC's CAC is combined with the larger Public Utilities Commission.

That \$58,307 is a paltry 0.0003667% of the City's \$15.9 billion City budget — yes, just thirty-six hundred-thousandths of one percent. This Streamlining Task Forces seems to be on a penny wise, pound foolish fools errand!

I will be advocating with the Board of Supervisors that they should reject any recommendation the Streamlining Task Force may recommend to the Board of Supervisors to eliminate or combine the SFPUC CAC, if that's what this Task Force decides to recommend.

Leave the SFPUC's CAC as it is, and take no action today!

- Howard Ash, Vice Chair of the Rate Fairness Board, offered comments on the staff report, noting a typographical issue in which the word "fulfill" was spelled with one "l," which he identified as British English instead of American English. He also referenced footnote 91 in the staff report and expressed concern about the staff's characterization of the Board's purview as narrow and overlapping with other bodies, stating that its scope is not narrow.

Chair Harrington opened discussion by noting that the SECFC, though technically governance, functions more like an advisory body and provides community oversight similar to the MB TIF-AC. He described the RFB as a valuable check on PUC rate-setting that has never been overridden by the Board of

Supervisors, and asserted that these groups add value. Sophie Hayward described the SECFC as an anomaly that should not be forced into a governance or advisory role. On the RFB, she opposed a sunset date, noting that rate-setting is an ongoing function. Sophia Kittler likewise opposed a sunset date, calling the RFB a unique and important venue for reviewing whether rates are fair, particularly since the PUC both sets and spends its own revenue. On the CAC, Chair Harrington supported moving it from the Charter to the Administrative Code with a sunset date, while Ms. Kittler favored elimination or at minimum aligning it to the advisory template. Ms. Kittler expressed discomfort with the SECFC's authority to hire and fire its Executive Director but agreed that it does not fit neatly into any template. She supported retaining it as an advisory body with term limits. Andrea Bruss likewise supported classifying the SECFC as advisory without a sunset, given the facility's continued existence, and agreed its authority over the Executive Director was unnecessary. She supported removing the RFB from the Charter and retaining it without a sunset, keeping the PUC in the Charter under the governance template, and expressed openness to eliminating or moving the CAC to the Administrative Code for flexibility.

The Task Force then took the following actions:

1. Public Utilities Commission (PUC): Motion made by Ms. Kittler to retain the PUC, align it to the governance template, and keep it in the Charter, seconded by Ms. Bruss. The motion passed unanimously by voice vote.
2. Rate Fairness Board (RFB): Motion made by Ms. Hayward to retain the RFB, move it to the Administrative Code, add three-year term lengths and term limits for public members, and not include a sunset date. The motion passed unanimously by voice vote.
3. Southeast Community Facility Commission (SECFC): Motion made by Ms. Hayward to retain the SECFC without applying a template, keep it in the Administrative Code, retain budget authority as-is, reduce term lengths to three years, add four-term limits, and retain its hiring and firing authority; seconded by Chair Harrington. Natasha Mihal added the provision that the body continue until the facility ceases to exist, rather than applying a sunset date. The motion passed unanimously by voice vote.
4. Public Utilities Citizens' Advisory Committee (PUC CAC): Motion made by Chair Harrington to retain the CAC as an advisory body and accept all the staff recommendations, seconded by Ms. Mihal. The motion passed unanimously by voice vote.

11. Recreation and Parks Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented staff recommendations for three bodies: the Recreation and Park Commission (RPC), Parks, Recreation, and Open Space Advisory Committee (PROSAC), and Joint Zoo Committee (JZC).

Sophia Kittler asked why the JZC was before the Task Force if it was not codified and what authority the Task Force had to recommend changes. Ms. Alonso deferred to Chief Assistant City Attorney Jon Givner, who explained that the JZC was created by the Recreation and Park Commission and is therefore subject to the Task Force's jurisdiction. He added that any changes to the committee's structure would need to align with the terms of the management agreement. Chair Harrington asked whether the purpose of codifying the JZC was to put all bodies in one place. Mr. Givner confirmed that the Task Force had previously directed staff to prepare an ordinance to that effect for transparency reasons.

Public comments were received by four speakers:

- Lila Holzman expressed concern about the inclusion of three-year sunset clauses in staff recommendations, questioning their necessity and describing them as arbitrary.

- Doug Engmann disputed inaccuracies in the staff report on PROSAC, explaining its district-based representation and role in connecting residents to park issues. He opposed eliminating PROSAC, though he did not object to removing it from the Charter.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Don't eliminate or combine PROSAC, or allow Parks Department staff to absorb PROSAC's functions.

The BLA report acknowledges PROSAC costs just \$25,110 annually in “*soft costs*” of part-time Parks staff who will still keep their jobs performing other duties. That won't save the City one red cent. That \$25,110 is laughably small, 0.000157925% — just **sixteen hundred-thousandths of one percent** — of the \$15.9 billion City Budget. That's chump change in the scheme of things. It's sheer nonsense **AND** plainly completely bonkers to eliminate PROSAC.

City Administrator staff asserted that because San Franciscans interact with the Parks Department through their local gardener, recreation center staff, or maintenance worker, it would be OK to eliminate or combine PROSAC with the larger Parks Commission.

My former *Westside Observer* columnist, Nancy Wuerfel, who worked so hard advocating for PROSAC, must be rolling over in her grave in a fit of laughter in the great beyond!

- Richard Rothman, District 1 PROSAC member, supported retaining the committee, noting its effectiveness in resolving resident, providing feedback on projects, and doing so with minimal resources.

Chair Harrington responded to Ms. Holzman's public comment about sunset clauses, explaining that many advisory bodies lack clear reevaluation processes and should be able to justify their continued existence. Reflecting on PROSAC, he remarked that it was the first advisory committee he encountered in San Francisco because of the challenges it generated, but noted a colleague's view that eliminating it would not remove the underlying problems, only the City's ability to hear from residents in an organized fashion. He supported removing PROSAC from the Charter but retaining it as an advisory group with a three-year sunset to allow for future evaluation.

On the Joint Zoo Committee, Andrea Bruss advised against changes while the body remains subject to a negotiated agreement between the City and a nonprofit partner. Sophia Kittler moved to retain it in its current form without codification. The motion, seconded by Sophie Hayward, passed unanimously by voice vote.

Ms. Kittler moved to align the Recreation and Park Commission (RPC) with the governance commission template and retain it in the Charter. Chair Harrington seconded. The motion passed unanimously by voice vote.

Chair Harrington moved to remove PROSAC from the Charter, placed it in the Administrative Code, and apply all six recommendations in the staff report. Natasha Mihal seconded the motion. Ms. Bruss reiterated her general view that governance commissions do not need separate advisory bodies but stated she was open to reconsidering in this case. Ms. Hayward supported the motion, noting that moving PROSAC to the Administrative Code with a sunset date would allow for a structured off-ramp.

Ms. Kittler offered a competing motion to eliminate PROSAC, arguing that advisory bodies placed in the Administrative Code with sunset dates often continue indefinitely and that the Task Force should make difficult decisions now.

Chair Harrington asked whether most advisory bodies include sunset dates, and Mr. Givner confirmed that nearly all created or updated in the past 12 years have them. Ms. Hayward acknowledged the difficulty of eliminating advisory bodies but said she valued sunset clauses as a way to prompt reevaluation. She emphasized the importance of keeping stakeholders engaged as the Task Force prepares a Charter amendment. Chair Harrington clarified that the Task Force's proposed sunset dates differ from traditional ones in that the body would expire unless renewed, whereas traditional provisions allow continuation unless explicitly eliminated. Ms. Kittler rescinded her competing motion.

Ms. Bruss asked whether Chair Harrington's motion on PROSAC included changes to term lengths and limits. Ms. Kittler moved to amend the motion to set three-year terms and a four-term limit. The motion passed unanimously by voice vote, as amended.

Mr. Givner clarified that while the motion included a recommendation to eliminate the Board of Supervisors confirmation process for PROSAC appointments, the Charter requires that the full Board—not individual Supervisors—make appointments. He stated that staff would interpret this vote and other applicable votes accordingly.

12. Future Agenda Topics (Discussion Item)

Chair Harrington noted that, following the resignation of the Task Force's Vice Chair, the next meeting agenda would need to include an item for the election of a new officer.

Project Director Rachel Alonso added that the Task Force would also need to amend its bylaws to reflect a change in meeting location. She explained that while the Task Force would remain in City Hall, it would likely move from Room 408 to Room 263 beginning in mid-October. She recommended generalizing the bylaws to state that meetings occur in City Hall, without specifying a room number. Ms. Alonso confirmed that the next meeting would still take place in Room 408.

13. General Public Comment

Two members of the public provided comment during the general public comment period:

- Anna, a San Francisco resident and open government advocate, opposed the self-appointment structure of the Fine Arts Museums (FAM) Board of Trustees, calling it uniquely and inherently unaccountable. She criticized the lack of oversight and transparency, alleging that the museums have operated without a formal agreement for over 30 years while COFAM has collected over \$200 million in non-general admission public revenues.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
I object to Sophia Kittler being appointed to replace Jean Fraser as the Mayor's appointee to Seat 5 to this Streamlining Task Force. Ms. Kittler doesn't meet the seat qualification requirements in §4.100.1.(b) cited in the **legal text** of "*Prop. E*" that voters passed last November, just as Jean Fraser had not met the member qualification requirements.

Ms. Kitler appears to have no previous experience, or expertise, in open and accountable government, or open government advocacy work, and has only been a long-time employee of the Mayor's Office.

It's very troubling Ms. Kitler was appointed to stack this Streamlining Task Force with current employees of the Mayor, to sway Task Force deliberations to award more power to a "*strong mayor*" form of governance.

This may be what backers of the defeated "*Prop. D*" wanted, but it's antithetical to the express wishes of San Francisco voters who passed "*Prop. E*," instead.

Following these comments, Project Director Rachel Alonso noted that public comment had not been taken on Item 12 (Future Agenda Topics) and invited any remaining speakers to comment on that item. On person provided public comment:

- Anna reiterated her concerns about the FAM Board of Trustees, noting the Director is the City's highest-paid employee with most of his \$1 million salary funded by COFAM but \$250,000 paid by the City. She added that other senior staff also receive high compensation from the private entity. She alleged misconduct, including ethics disclosure violations and reliance on an unexecuted lease in a bond application, and argued that a public City department should not be so heavily influenced by a private entity, adding that her public records requests remain unanswered.

14. Adjournment

Chair Harrington adjourned the meeting at 4:33 p.m.

Minutes prepared by Chelsea Hall, Senior Project Analyst.



Approved Minutes

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

**Daniel Lurie
Mayor**

**Wednesday, October 1, 2025
1:00 pm**

**City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

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/2nd7b9n2> and password PropE. Members of the public may use email address CommissionStreamlining@sfgov.org to join the WebEx meeting if needed. To join by phone, dial 415-655-0001 and enter access code (webinar ID) 2660 030 1920 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 1:01 pm.

2. Roll Call

Ed Harrington, Chair	seat 4 - Board of Supervisors designee (public sector labor representative)
Andrea Bruss	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 roll. Sophia Kittler had a planned absence. With four members present, a quorum was established.

3. Announcements (Informational Item)

Chair Harrington requested that members of the public find seats since the Sheriffs planned to conduct room capacity checks throughout the meeting. He noted that if the room became too crowded, the Task Force might request that some members of the public wait outside the meeting room until public comment periods were called so as not to overcrowd the room. Chair Harrington also stated that general public would be held towards the end of the meeting but acknowledged that members of the public may observe a holiday that would require them to make their comments before dusk so the Task Force would be flexible when they heard general public comment. The clerk noted the Task Force anticipated the

meeting to run long and planned to take a brief recess at some point during the meeting.

4. **Elect Vice Chair (Action Item)**

Sophie Hayward nominated Andrea Bruss to serve as vice chair. The Task Force did not nominate anyone else to serve as the vice chair.

Public comment was received by two speakers:

- Peter Warfield, Executive Director of the Library Users Association, shared this was his first time attending a Commission Streamlining Task Force meeting and lamented there was no in-depth discussion about the vice chair nomination.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Thanks for electing a new Vice Chair. However, you didn't take public comment on Agenda Item 3, and you're forgetting you have to take public comment on EACH agenda item, despite Deputy City Attorney Jon Givner's incorrect advice he provided. Why do you keep forgetting this basic Sunshine Ordinance requirement?

So let me say this. In a previous meeting's "Announcements" agenda item, Chair Harrington moved public comment for one meeting to the end of the meeting agenda because you only had room reservations until 3:00 p.m., or 3:30 p.m. He implied it was just for that single meeting. Now that this Task Force has room reservations until 5:00 p.m. or later, why hasn't this Task Force returned the General Public Comment period, back to the top of your meeting agendas?

If "General Public Comment" isn't completed, you can continue it to the end of the meeting agenda.

Ms. Hayward motioned to elect Vice Chair Bruss as vice chair, Natasha Mihal seconded the motion. Chair Harrington asked Vice Chair Bruss if she was willing to serve as vice chair to which Vice Chair Bruss said yes. The motion passed unanimously by voice vote.

5. **Adopt Amended Bylaws (Action Item)**

Ms. Alonso explained the proposed bylaws amendments would allow the Task Force flexibility to choose where to hold meetings depending on room availability in City Hall so meetings would not need to stop at a prescribed time but rather when the Task Force completed its agenda. She noted that notices posted outside of room 408 or room 263 would indicate which room the Task Force would use for its meeting. Chair Harrington also noted that the Task Force intends to hold its regular meetings in City Hall and may hold a special meeting in the community as the Task Force nears drafting final products.

Public comment was received by three speakers:

- Peter Warfield, Executive Director of the Library Users Association, supported the proposed bylaw amendments, especially considering the overflow crowd attending the meeting.
- David Pilpel raised concerns about the proposed bylaw amendments stating that the Task Force should be as specific as possible when stating which room they will use to adhere to Brown Act and Sunshine Ordinance implementation best practices. He did not believe posting the meeting location notice on the agenda would be sufficient notice.
- Patrick Monette-Shaw expressed support for the proposed bylaw amendments.

Chair Harrington asked Chief Assistant City Attorney Jon Givner if he would approve of the proposed bylaw amendments. Mr. Giver approved of the proposed amendments and confirmed Mr. Pilpel's

comment that standard practice among many commissions is to name the room in City Hall where the body regularly meets in their bylaws but flagged it is not legally required.

Vice Chair Bruss motioned to approve the amended bylaws as proposed by staff. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

6. Approve Minutes – September 17, 2025 meeting (Action Item)

Public comment was received by three speakers:

- Peter Warfield, Executive Director of the Library Users Association, expressed dismay that printed copies of the minutes were not supplied at the meeting. Mr. Warfield hoped that the meeting minutes contained detailed content on all discussed matters, including public comment.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Thank you. Mr. Warfield is woefully misinformed. The meeting minutes along with the entire agenda is posted on the Task Force’s website which is working perfectly well for people interested in their deliberations. He should just get online and be able to see what he’s complaining about.

Although the September 17 meeting minutes report that the Sheriff’s Department Oversight Board (SDOB) was retained, but converted to an advisory body, the Staff Recommendation had been made to combine or eliminate the SFOB entirely. But the motion made to retain the SDOB did not include a clarification of what, if any, of the SDOB’s **FUNCTIONS** — and any Body’s in the “Infrastructure Bodies” group — may face having their functions transferred permanently to another body.

I recommend that this Streamlining Task Force clearly state both in any motions made on retaining, eliminating, or combining any Body or Commission, that both the motion and your meeting minutes clearly state what specific **FUNCTIONS** of any Body being combined with either another body, or handed off to a City Department to perform those functions, so that there is a clear written record of any such decisions being voted on and passed.

- Julie Soo, board member of the Sheriff Department Oversight Board (SDOB), clarified that the \$1.3 million operating costs assigned to the SDOB include the Inspector General’s and other staff’s salaries. She also noted that the SDOB received approval to look for a new Inspector General and hoped the actions of the Task Force do not collide with the recruitment process.

Ms. Mihal motioned to approve the meeting minutes as drafted by staff. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote.

7. Arts and Culture Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

To ensure the public’s participation throughout the meeting, Project Director Rachel Alonso directed staff to continuously announce what agenda item the Task Force was on outside the room due to fire code overcrowding concerns. Ms. Alonso introduced the item with a brief overview of the Task Force’s process and timeline and explained that this was the third of five meetings focused on reviewing public bodies by policy area.

Ms. Alonso presented the staff recommendations for seven bodies: the Arts Commission, Film Commission, Street Artists and Craftsmen Examiners Advisory Committee, Library Commission, War Memorial Board of Trustees, Asian art Commission, and Fine Arts Museums Board of Trustees. See the detailed staff recommendation for each body in the [Housing and Economic Development Bodies Memo](#).

Chair Harrington noted that the arts bodies differ from previous bodies discussed since they have numerous responsibilities, so the ramifications of Task Force decisions have less transparent consequences. He explained the Task Force may ask staff to follow lines of inquiry if certain decisions were made to help the Task Force make informed decisions for the arts bodies.

Public comments were received from 26 speakers:

- Peter Warfield, Executive Director of the Library Users Association, supported the staff recommendation to keep the Library Commission. Mr. Warfield expressed curiosity about the evaluation criteria and templates used to craft the staff recommendation. He stated his general support for commissions as a tool of democracy. He supports keeping all commissions.
- Rachelle Axel, staff of the Arts Commission for 21 years, expressed support for keeping the Arts Commission or at least deferring the decision about the Arts Commission's fate until the Mayor's Office releases details about the new arts agency's formation. Ms. Axel also called out that the Arts Commission serves as the City's Local Arts Agency which makes the City eligible for federal and state funding for the arts.
- Jason Seifer, Chief Financial Officer of the Fine Arts Museums of San Francisco, noted his entities submitted written public comment. Mr. Seifer emphasized that the commission is thrifty, spending about \$13,000 annually on their commission. He noted the Fine Arts Museums Board of Trustees' preference to maintain their appointing authority to nominate and appoint trustees and removal authority to insulate the body against political interference and continue not imposing term limits to support the trustees' institutional knowledge of the collections and fiduciary needs of the museums.
- Vinay Patel, a member of the arts community for over 20 years, provided comments on behalf of the Arts Commission. Mr. Patel emphasized the Arts Commission's community engagement work and appreciated Chair Harrington noting the diversity of functions the body performs.
- Jack Song, Vice President of the Film Commission, requested the Task Force to keep the Film Commission and not to modify any part of the body. Mr. Song noted the Film Commission acts as Film SF's advertising arm to draw in television, film, photography, etc. opportunities to the City.
- Devanshu Patel, attorney member of the Film Commission, expressed support for retaining the Film Commission. Mr. Patel emphasized that San Francisco is a top tier filming destination in competition with other areas across the country. He also noted that preserving the Film Commission is not just about art, but also about jobs, small business, and keeping San Francisco vibrant and visible.
- Sunny Angulo, a co-drafter of Proposition E, noted that Proposition E defeated Proposition D. Ms. Angulo supports improvements to commissions rather than eliminations of bodies. She also supported the Task Force deferring its decision on the Arts Commission.
- Tad Sky, licensed street artist since 1974, advised the Task Force to keep the Street Artists and Craftsmen Examiners Advisory Committee. He noted that it is essential that street artists receive licenses to sell their pieces to distinguish them from street vendors, a function currently performed by the Street Artists and Craftsmen Examiners Advisory Committee. He also expressed support for the Art Commission.
- Lucinda Page, part of the Street Artists and Craftsmen program since 1994, asked those in the meeting room who are part of the same program to raise their hand, about half of the people in the hearing room did so. Ms. Page reminded the Task Force that the work licensed artists create sustain their livelihoods and are not hobbies.
- Joanne Lee, former Deputy Director of Programs at the Arts Commission, expressed support for keeping and maintaining the Arts Commission as is or deferring a decision until more information

is known about the establishment of an arts agency. She uplifted that certain functions of the various commissions considered for consolidation do not mesh well together.

- Khalid Harrison, business representative on behalf of the International Cinematographers Guild IATSE Local 600, supported keeping the Film Commission. Mr. Harrison noted that the Film Commission supported California tax and film incentives which have created more opportunities for workers and attracted more production to the region. He also affirmed the Film Commission's role in attracting and retaining film productions.
- Sheila Taylor Hill, part of the Street Artists and Craftsmen program for over 20 years, expressed support to maintain the Street Artists and Craftsmen Examiners program and its location at the Embarcadero. Ms. Taylor Hill noted that the artists participating in the Street Artists and Craftsmen Examiners program serve as ambassadors to those visiting the area on behalf of the City.
- A public commenter expressed support for the Street Artists and Craftsmen Examiners program, echoing previous comments from those also in support of the program.
- Wanda, a street artist who is a graduate of the Academy of Art in San Francisco and two years of the Beaux-Arts in France, expressed support for the Street Artists and Craftsmen Examiners Advisory Committee. She requested that the arts bodies be considered holistically and the Street Artists and Craftsmen Examiners Advisory Committee remain part of the Art Commission, as it is now.
- Claudine Cheng, attorney member of the Film Commission speaking on her own behalf, questioned whether combining bodies makes sense. She wondered if each body would benefit from that kind of consolidation. She recommended the Task Force investigate what impacts their decisions would have further before taking action.
- Curtis Bradford, representative of the Tenderloin People's Congress, emphasized the importance of keeping the Arts Commission. Mr. Bradford noted that when Propositions D and E were under consideration, many people were concerned about the Arts Commission's fate and encouraged the Task Force to keep the Arts Commission and potentially roll other bodies into it. He also expressed support for the Street Artists and Craftsmen Examiners program.
- Dale Carlson, former Library Commissioner, encouraged the Task Force to keep the Library Commission in the Charter as a governance commission.
- Neil Lavine, member of the Street Artists and Craftsmen program for over 30 years, provided clarification on what the Street Artists and Craftsmen Advisory Committee does on behalf of the program. Mr. Lavine stated the Committee screens the artists for the program to ensure that the artists make what they sell. He highlighted that screening process is critical to the program to ensure that it is a community of genuine artists and craftsmen. He noted that the program participants are weary of changes to the Advisory Committee because previous changes have not considered the impact to the program.
- Stacy Smith advocated to keep the Library Commission but modify it.
- Carolyn Tyler, Film Commission member and long-time resident of the City, read an email she submitted as public comment. Ms. Tyler objected to the proposed consolidation of the Film Commission with the Arts Commission.
- Richard Rothman expressed support to keep the Art Commission. Mr. Rothman also advocated the Task Force explore how to empower the Art Commission with more authority in managing the care of City buildings where murals and other art is housed when collaborating with other City departments.
- Dee Dee Escobido, Assistant Director to the SAG-AFTRA San Francisco-Northern California Local, uplifted a public comment letter her body submitted in support of the Film Commission. Ms. Escobido noted SAG-AFTRA San Francisco-Northern California Local has 3,200+ members working in film, television, etc. and credits the Film Commission and SF Film department in

ensuring ample opportunities for their members to work. She also noted the industry at-large reviews decisions made in jurisdictions and encouraged the Task Force to appeal to the industry to retain production in the area.

- Yesina Sanchez, Executive Director of Intersection for the Arts, supported keeping the Arts Commission and noted that the body has served as a partner in cultural equity. Ms. Sanchez emphasize that the impacts of eliminating or consolidating arts bodies are unknown and encouraged the Task Force to investigate these uncertainties before taking action.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Given Chair Harrington’s opening remarks that preliminary decisions may be made today, but have the Staff come back with additional details, I again recommend this Streamlining Task Force clearly state both in any motions made on retaining, eliminating, or combining any Body or Commission, and in your meeting minutes the specific FUNCTIONS of any Body being combined with either another body, or handed off to a City Department to perform those functions.

As a reminder, the BLA’s cost analysis report shows that neither the Film Commission, nor the Street Artists Advisory Committee, have full-time staff “hard costs.” Eliminating or combining them with another body won’t save one red cent!

As written testimony presented and posted on your web site shows, “streamlining” is not simply moving functions from one oversight body to another body, and creatively misnaming that as “combining.” That isn’t actual streamlining. It’s just shifting costs and expenses.

- Anna, a long-time resident of the City and open government advocate, opposed the self-appointment structure of the Fine Arts Museums (FAM) Board of Trustees, calling it uniquely and inherently unaccountable. She criticized the lack of oversight and transparency, alleging that the museums have operated without a formal agreement for over 30 years while COFAM has collected over \$200 million in non-general admission public revenues.
- Bill advocated keeping the Arts Commission and the Street Artists and Craftsmen Examiners Advisory Committee. He noted their structures are important to preserving artists in and the cultural dynamics of San Francisco. For more than 50 years, the Arts Commission brought street artists from a place of conflict and arrests to economic stability and cultural contributions.

During public comment, Chair Harrington reminded the public that they may find previous documents and all the published memos detailing staff recommendations for bodies on the Task Force’s website. He also inquired about the connection between the Street Artists and Craftsmen Examiners Advisory Committee and the Street Artists and Craftsmen Examiners Program.

Street Artists and Craftsmen Examiners Advisory Committee

After public comment, Chair Harrington opened the Task Force’s discussion with the Street Artists and Craftsmen Examiners Advisory Committee. Senior Performance Analyst Joanna Bell provided an overview of the distinction between the program and the advisory committee, stating that the advisory committee reviews and approves all applications to join the Street Artists and Craftsmen Examiners Program. Ms. Bell also noted that due to state legal changes, the Arts Commission department and City Attorney’s Office are planning changes to the licensing structure of the program. She flagged that while changes to the licensing structure are being made, it could be useful to consider altering how applications are reviewed and approved, including assessing whether a distinct body should complete that approval process or if the department could handle the workload.

Ms. Alonso invited members of the Art Commission to speak to changes being made to the program. Ralph Remington, Director of Cultural Affairs, and Anne Trickey, Senior Grants Officer, provided context. Mx. Trickey clarified that since 2018, the program has been out of compliance with state law since the authorizing local code references laws that no longer exist (the “peddler permit” in the Police Code) and limits where street artists and craftsmen can sell their work. They explained the department’s belief that the revised licensing approval path could be similar to the Department of Public Works’ street vending license which moves more quickly and is less expensive than the Advisory Committee approval process. Mx. Trickey noted that if the department took over approving licenses, they would also be able to approve applications on a rolling basis rather than having four approval periods a year.

Chair Harrington asked if restructuring the program’s licensing approval is part of bringing the program into compliance with state law, which Mx. Trickey affirmed. They shared that the timing of these changes relies on when legislation could be introduced at the Board of Supervisors for voter approval. They noted that this path has been challenging, and a public signature-gathering effort is an alternative.

Ms. Hayward clarified for the public that the Task Force was not exploring changes to the Street Artists and Craftsmen Examiners Program. She verbalized her understanding that moving licensing approval work from Advisory Committee to department staff would require voter approval. Ms. Hayward supported eliminating the Committee and/or moving the program into code to allow for easier amendments.

Chair Harrington recalled that the establishment of the Advisory Committee helped resolve longstanding conflicts over street artist regulation in San Francisco. He acknowledged the benefits of removing the need for voter approval to update the program and suggested that the Task Force help the department in initiating that change. He also emphasized the importance of preserving a role for street artists in the licensing approval process, rather than shifting full-decision making authority to staff.

Vice Chair Bruss noted consensus among Task Force members that such state law compliance changes are not matters that should go back to the voters. She highlighted a theme from public comment that the body provides a curatorial role by reviewing applications to verify that individuals are personally creating the artwork they wish to sell. While recognizing that department staff could perform that work, she asked whether the department has alternative ways to involve artists in the application review process outside of a formal committee structure. Mx. Trickey acknowledged that the Arts Commission has grant review panels with subject matter experts where members of the public can participate without the same expenses as a formal public meeting body with paid committee members. Ms. Mihal emphasized that it is appropriate for Arts Commission staff, rather than the Task Force, to determine the licensing process, as they work directly with program stakeholders.

Task Force members deliberated whether to move both the committee and program to the Administrative Code. Mr. Givner informed them that amending the program itself was outside their purview, although they could authorize the Board of Supervisors to amend the program by ordinance rather than having to go back to voters. Chair Harrington supported allowing the Board to make holistic changes to the program, including how best to involve artists in the licensing process. Vice Chair Bruss preferred eliminating the Advisory Committee while enabling the Board to revise other elements of the program. Ms. Hayward agreed with Vice Chair Bruss’ approach. The motion passed unanimously by voice vote. Chair Harrington affirmed the Task Force’s support of the street artists and noted the motion encourages the Board of Supervisors to facilitate making the program compliant with state law.

Fine Arts Museums (FAM) Board of Trustees, Asian Art Commission, and War Memorial Board of Trustees

Ms. Mihal stated that FAM, Asian Art Commission, and War Memorial Board of Trustees (War Memorial) should be treated the same way since they hold similar characteristics (manage trusts, legally required, City owned property managed by an external entity). Chair Harrington noted that War Memorial is slightly different from FAM and Asian Art Commission. Ms. Alonso noted that the staff recommendation aligns FAM with Asian Art Commission's practices regarding board member nomination and appointment processes, with the War Memorial recommendation differing slightly. Vice Chair Bruss commented that the Asian Art Commission has slightly more mayoral participation in the appointment process. She also noted her willingness to be flexible on cumulative term limits for the museum bodies, a topic she typically champions. Ms. Hayward motioned to accept staff recommendations for the Asian Art Commission and Fine Arts Museums Board of Trustees. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Moving on to the War Memorial, the Task Force discussed the War Memorial's contract authority vis-à-vis the contract approval authority intended in the governance commission template. Chair Harrington suggested that the Task Force defer contracting authority established in Chapter 6 of the Administrative Code. Ms. Hayward motioned to align the War Memorial Board of Trustees with staff recommendations. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Library Commission

Noting that staff issued no recommendation for the body, Chair Harrington stated his preference to keep the Library Commission as a governance body. Ms. Alonso shared that this would require conforming two elements to the governance template: adding term limits and removing hiring and firing authority. Ms. Hayward flagged that the Law Library Board of Trustees, which is scheduled for discussion at a future meeting, could be considered in relation to the Library Commission. She suggested revisiting the Library Commission at that time. Ms. Mihal motioned to keep the Library Commission, maintain it as a governance body, and align it with the governance body template. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote.

Film Commission

Chair Harrington observed that the Film Commission provides significant value but questioned whether its responsibilities warrant governance body status. He acknowledged the importance of the "commission" title, even if the body functions more like an advisory committee. Vice Chair Bruss agreed that the body should be retained with its current name. She stated that the Film Commission is appropriately located in the Administrative Code and supported aligning it with the advisory committee template, observing that it already meets most of the template's criteria. She recommended applying the advisory committee's term limits while opting out of a sunset provision.

Ms. Mihal agreed with retaining the body, aligning it to the advisory committee template, and keeping the name, since it is an important part of the body's brand. She supported imposing a sunset date, not to consider the body for elimination, but as an opportunity to reassess the state of the film industry at that time and evaluate how the Film Commission can best continue to support it. Ms. Hayward also supported keeping the Film Commission. She noted that its placement in the Administrative Code is appropriate and agreed with Chair Harrington that its functions largely align with the advisory committee template. She concurred with Vice Chair Bruss that a sunset date is not necessary given the ongoing nature of the film industry, though she remained open to including one. She added that the Film Commission appears to be structured in a way that would allow it to adapt if an arts agency were to be established.

Vice Chair Bruss motioned to keep the Film Commission in the Administrative Code and partially align it to the advisory committee template, with exceptions for sunset date and the name of the body. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote.

Arts Commission

Chair Harrington expressed support for retaining the Arts Commission but questioned which responsibilities should continue to be assigned to the body. Ms. Hayward agreed that the Commission should be preserved and suggested it may be appropriate to remove it from the Charter to allow for greater flexibility in meeting the evolving needs of the City and its departments. Ms. Mihal noted potential confusion arising from the fact that both the department and its governing body share the same name. She emphasized that many important functions are performed by the department itself, rather than the Commission. Ms. Mihal also observed that because the body includes a wide range of stakeholders, aligning it with the advisory committee template may help preserve its diversity.

Chair Harrington asked staff to assess the implications of converting the Arts Commission into an advisory committee, including which functions would be removed and where those responsibilities would be reassigned. He noted that this analysis would help clarify the potential impacts of such a change. Vice Chair Bruss expressed initial support for aligning the Commission with the advisory committee structure and moving it from the Charter to the Administrative Code to allow for future legislative flexibility. She supported requesting staff to explore what full alignment with the advisory committee template would entail. She also suggested the Task Force consider removing seat-specific qualifications and instead apply those qualifications more generally to the overall composition of the body.

Chair Harrington preferred to keep the Arts Commission a governing body in the Charter, but he noted that not all its current duties should be retained. He suggested maintaining the Commission's establishment and composition in the Charter while moving its duties to the Administrative Code to allow for future flexibility. He also recommended removing the Commission's automatic authority to oversee the department. Chair Harrington added that he would prefer to see the Commission eventually oversee a new arts agency, once established, to ensure public discussion of the City's Grants For the Arts program.

Vice Chair Bruss noted that Task Force members agreed the Arts Commission should be retained but held differing views on where its establishing authority should reside and how the body should be structured. She recommended that the Task Force focus on identifying which functions should be retained and where those functions should be formally outlined.

Ms. Bell shared known considerations regarding making the Arts Commission an advisory body, including that the Commission oversees the City's civic art collection and manages trusts for public arts. She also highlighted that the Commission reviews and approves every contract and grant that goes before the department, with 150 items worth around \$15 million last year. She noted the department's desire to have the contract and grant process in the public eye given the subjectivity of art.

Chair Harrington described his ideal structure for the Arts Commission as a hybrid of a governance commission with some advisory functions. He expressed a preference for giving the body flexibility to be either the lead or a component within a larger arts organization. He also suggested structuring the Commission in a way that would allow the Mayor's Office to invoke Charter Section 4.132 to make adjustments through the budget process. Chair Harrington acknowledged that the significance of the decisions under consideration would require more time than was available during the meeting.

Ms. Hayward requested that the Arts Commission discussion be revisited at a future meeting, noting the state of flux related to the creation of the new arts agency. Ms. Mihal agreed it would be useful to better understand the implications of aligning the Commission with the advisory committee template, including

how specific functions would be affected. The Task Force agreed to defer action on the Arts Commission and asked staff to return at a later date with the requested information.

8. Building and Permitting Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Ms. Alonso presented the staff recommendations for seven bodies: the Building Inspection Commission, Code Advisory Committee, Structural Advisory Committee, Board of Appeals, Board of Examiners, Abatement Appeals Board, and Access Appeals Commission. See the detailed staff recommendation for each body in the [Housing and Economic Development Bodies Memo](#).

Chair Harrington shared preliminary comments, expressing support for having the Board of Appeals take on any responsibilities it is able to absorb. Regarding the Code Advisory Committee and Structural Advisory Committee, he stated that there was no need for them to be codified.

Public comments were received from three speakers:

- John Trasviña, President of the Board of Appeals, spoke on his individual capacity since the body has not taken a formal position. He supported the recommendation to make member removal for cause. Mr. Trasviña also stated the Board of Appeals would be happy to take on whatever tasks it could.
- Doug Engmann, former Board of Permit Appeals member who served for 11 years, noted that Abatement Appeals Board and Access Appeals Board could be heard by the Board of Appeals. He uplifted that the other building and permitting bodies may require subject matter expertise that the Board of Appeals may not have so consolidated them within the Board of Appeals may be inappropriate. He encouraged the Task Force to consider the Board of Appeals' current workload before assigning them more tasks.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
You have 17 more bodies left to go on today's meeting agenda to discuss, and it's now 4:00 p.m. On the previous Agenda Item #7, you did not make a clear motion to actually defer the Arts Commission to a future meeting, but it clearly sounded like you deferred taking any action, at all, today on the Arts Commission. As a procedural issue, if you are deferring taking action today on any specific Body, you should make a motion, explicitly vote on the motion, and report that in your meeting minutes!

Board of Appeals, Board of Examiners, Abatement Appeals Board, and Access Appeals Commission

Chair Harrington asked whether the bodies proposed for consolidation into the Board of Appeals handle a low volume of appeals. Julie Lamarre, Executive Director of the Board of Appeals, that they do and noted that the Board of Examiners, for example, has not met in recently due to a lack of cases. She confirmed that the Board of Appeals could absorb the workload as recommended by staff.

Chair Harrington asked the Task Force if there was any opposition to folding the Board of Examiners, Abatement Appeals Board, and Access Appeals Commission into the Board of Appeals, acknowledging that a subcommittee or a separate committee may be needed to meet the legal requirements of the Access Appeals Commission. Vice Chair Bruss agreed with the staff recommendation but questioned adding seat qualifications since the body has had a diverse membership with varied expertise. She summarized her proposal for the Board of Appeals: maintain the split appointing authority structure, change the commissioner confirmation process to align with the governance body template, add a three-term limit, adjust member removal to be for-cause with a precise definition identified later, keep the body in the Charter, and consolidate the functions of the Board of Examiners, Abatement Appeals Board, and Access Appeals Commission into the Board of Appeals with the understanding that the Access Appeals

Commission would be operated as a subcommittee or separate committee to meet state membership requirements.

Chair Harrington made a motion per Vice Chair Bruss' summary. The motion passed unanimously by voice vote.

Code Advisory Committee and Structural Advisory Committee

Chair Harrington remarked that Code Advisory Committee and Structural Advisory Committee could be convened as-needed. Vice Chair Bruss concurred and noted that the Structural Advisory Committee does not appear to meet. She acknowledged that the Building Inspection Commission relies on the Code Advisory Committee for technical assistance but that it also does not need to be codified. Vice Chair Bruss made a motion to eliminate both committees. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Building Inspection Commission

Chair Harrington remarked that the Building Inspection Commission (BIC) lends itself to graft and corruption. He supported eliminating the body, stating it neither adds value to the City nor provides adequate oversight of the Department of Building Inspection (DBI). However, he acknowledged uncertainty about where its current functions should be reassigned.

Vice Chair Bruss shared the difficulty of appointing members to the BIC due to qualification requirements that are well-intentioned but impractical in practice. Her initial inclination was to eliminate seat-specific qualifications, remove the Commission's governance status, and relocate it from the Charter and to the Administrative Code to allow greater flexibility in determining its functions. She also emphasized that, unlike the Planning Commission or Public Works Department, BIC is responsible for administering mandatory state building code and regulations, which makes its role distinct.

Ms. Hayward agreed that oversight of code changes would require careful consideration to reassign. She stated the first step in the process should be to remove BIC from the Charter. She was interested in eliminating the body but remained hesitant without a clear understanding of where its functions would go. Agreeing with Ms. Hayward, Ms. Mihal saw value in potentially retaining BIC as an advisory committee.

Vice Chair Bruss summarized the Task Force's discussion, noting general support for either eliminating the BIC or significantly narrowing its functions to a non-governance role as much as possible. She requested that staff research the most limited version of the BIC possible to determine whether it plays any substantive roles. Chair Harrington stated that the Task Force would defer action on the Building Inspection Commission and directed staff to perform further research.

9. Economic Development Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for five bodies: the Airport Commission, the Board of Directors of the San Francisco Downtown Revitalization and Economic Recovery Financing District, the Small Business Commission, the Entertainment Commission, and the Cannabis Oversight Committee.

She noted that the Task Force may want to make a similar decision for the Airport Commission as it did for the Port Commission during the September 17th, 2025 meeting: remove both for-cause member removal and the ability for voters to recall an appointee. For the Board of Directors of the San Francisco

Downtown Revitalization and Economic Recovery Financing District, she noted that it is a new body that has not met yet and its existence will likely be important for the City's economic recovery goals. Although the evaluation criteria suggest eliminating the Cannabis Oversight Committee, Ms. Alonso cited a recent ordinance that extended its sunset date to 2027, suggesting that the body should be kept until that time. For more information, see the detailed staff recommendation for each body in the [Housing and Economic Development Bodies Memo](#).

Initial comments from Task Force members indicated general agreement with the staff recommendations for the Airport Commission and the Downtown Revitalization District. Members also began discussing the Small Business Commission, with Vice Chair Bruss and Sophie Hayward suggesting it be aligned with the advisory committee template and removed from the Charter.

Public comments were received from three people:

- Asia Nicole Duncan, campaign director for Proposition E, spoke in support of the Entertainment Commission, emphasizing its role in balancing neighborhood and business needs. She warned that weakening or consolidating the commission would reduce community voice and contradict the will of voters who rejected Proposition D.
- Stephen Torres, a former Entertainment Commissioner, also spoke in support of the Entertainment and Small Business Commissions. He expressed concern about efforts to consolidate or reduce the authority of these bodies, emphasizing the importance of maintaining diverse representation.
- Patrick Monette-Shaw submitted the following written comment:
For several Bodies this Task Force considered today for elimination, retention, or consolidation, you specifically directed City Administrator staff to return to you at a later date to more fully explain what specific **FUNCTIONS** some of these bodies perform, including for the Arts Commission, and the Stret Artists Advisory Committee — without knowing what those specific functions are beforehand. You are shamefully, obviously making initial recommendations anyway, essentially in the dark — placing the cart before the horse!

Page 14 of the BLA's Cost Analysis specifically stated: *"To the extent that the Commission Streamlining Task Force considers specific consolidations, an analysis of both entities' costs and **FUNCTIONS** will be **ESSENTIAL**."*

You're blindly taking actions, without benefit of analyzing these functions beforehand. Ergo, "ass-u-'n-me-ingly"!

The BLA's PowerPoint file you weren't presented on 8/20/2025 noted most respondents to the BLA's Excel template assumed all functions of any bodies being absorbed would remain the same.

Airport Commission

Task Force members agreed that the Airport Commission should remain a governance body and stay in the Charter. Sophie Hayward moved to align the Airport Commission with the governance template, keep it in the Charter, remove the ability for voters to recall commissioners, and allow removal without cause. Natasha Mihal seconded the motion, and it passed unanimously by voice vote.

Downtown Revitalization and Economic Recovery Financing District

Members discussed and agreed that no changes were needed to this newly formed body, which had not yet met. Ms. Hayward made a motion to retain the body as-is. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Small Business Commission

Ms. Alonso directed Task Force members to decide whether the Small Business Commission should align with the governance commission template or advisory committee template. Vice Chair Bruss recommended aligning it with the advisory committee template and excluding it from the Charter. Ms. Hayward added that the body should have a sunset date as a prompt for future evaluation. She also proposed removing the commission's role in reviewing the Legacy Business Program applications, noting that the Small Business Commission's involvement in this process does not seem to add value. She recommended removing this review role for both the Small Business Commission and the Historic Preservation Commission and keeping that responsibility with department staff.

Vice Chair Bruss emphasized the importance of clarifying appointing authorities for advisory committees and proposed retaining the current split appointments between the Mayor and Board of Supervisors (BOS), removing the Small Business Commission from the Charter, and eliminating all qualification requirements, citing her confidence that appointing authorities would select appropriate representatives. She also agreed with Ms. Hayward's prior suggestion to include a sunset date and remove the Legacy Business Program from the commission's duties.

Chair Harrington asked for confirmation that department staff currently prepare the Legacy Business Program materials and the commission approves them. Ms. Hayward confirmed this was the case.

Ms. Alonso summarized the motion: move the commission from the Charter to the Administrative Code; retain split appointments; eliminate qualifications; impose terms and term limits per the advisory committee template; add a sunset date; remove budget approval and hiring/firing authority; and remove the commission's role in the Legacy Business Program. Vice Chair Bruss made the motion and it passed unanimously by voice vote.

Entertainment Commission

Ms. Alonso informed the Task Force members that the Executive Director of the Entertainment Commission, Maggie Weiland, was available via Webex for any questions.

Chair Harrington expressed support for retaining the Entertainment Commission largely as-is, citing its effectiveness and value to the city. Ms. Hayward emphasized the importance of nightlife to San Francisco's pandemic recovery and praised the commission's joyful and community-oriented approach. She raised a question about the commission's dual role in issuing and hearing appeals on permits.

Executive Director Maggie Weiland explained that director-issued decisions can be appealed to the full Commission, and the permit holder can then appeal the Commission's decision to the Board of Appeals. She noted that appeals of director orders are extremely rare, with only one filed in her ten-year tenure; it is more common for Commission decisions to be appealed to the Board of Appeals. Chair Harrington asserted his view that the current process was functioning well and did not require changes.

Ms. Hayward turned the discussion to whether the Commission should remain in the Charter. Chair Harrington supported keeping it there to preserve its structure. Vice Chair Bruss, Ms. Hayward, and Ms. Mihal expressed a preference for moving it to the Administrative Code to allow future flexibility while acknowledging the Commission's current effectiveness. However, Task Force members agreed that the Commission functions as a governance body due to its permitting authority.

After reviewing the Entertainment Commission's alignment with the governance commission template, Ms. Hayward moved to maintain split appointments; remove the BOS's ability to veto appointees; move it to the Administrative Code; eliminate qualifications; remove hiring and firing authority; and otherwise align it to the governance commission template. Ms. Mihal seconded this motion and it passed unanimously by voice vote.

Cannabis Oversight Committee

Ms. Hayward noted that the Cannabis Oversight Committee had recently received a sunset extension from the Board of Supervisors and praised it as a successful example of a time-limited advisory body. She recommended retaining the body but reducing one seat the next time a member reaches their term limit to align with the advisory body template.

Task Force members discussed which seat to remove. Ms. Hayward suggested eliminating the San Francisco Unified School District's non-voting seat, as it is the only department not involved in the permitting process. She moved to remove that seat, and Ms. Mihal seconded the motion; it passed unanimously by voice vote.

10. Housing and Community Development Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for four bodies: the Citizens Committee on Community Development (CCCD), the Inclusionary Housing Technical Advisory Committee (IH TAC), the Residential Rent Stabilization and Arbitration Board (Rent Board), and the SOMA Community Stabilization Fund Community Advisory Committee (SOMA CAC).

She noted that CCCD was previously recommended for retention due to a federal requirement, but the Mayor's Office of Housing and Community Development (MOHCD) had since confirmed that the City could meet its obligations through alternative outreach processes. She also flagged that the Task Force's decision on the Rent Board should include whether to transfer its appellate functions. Lastly, she explained that the SOMA CAC was recommended for elimination because of limited future revenues, high vacancy rates, and potential conflicts of interest. For more information, see the detailed staff recommendation for each body in the [Housing and Economic Development Bodies Memo](#).

Public comments were received from 12 speakers:

- Ajai Nicole Duncan, Proposition E campaign director and community advocate for TODCO, urged the Task Force to preserve the SOMA CAC because it is a unique, community-based source of guidance for anti-displacement strategies. She stated the Task Force memo was factually incorrect regarding vacancies and funding, noting that certain vacancies will soon be filled and concluding that eliminating the body would erase protections for a historically marginalized neighborhood.
- Ramon Bonifacio, SOMCAN representative and longtime SOMA resident, gave the Task Force hard copies of a letter from SOMA Pilipinas and SOMCAN. They echoed concerns about inaccuracies in the memo—specifying that there is only one vacancy on the SOMA CAC—and emphasized the importance of preserving both SOMA-related bodies and their unique functions.
- Jericho Sinaban read a written comment from Teresa Dulalas, a longtime SOMA resident, who urged the Task Force not to eliminate or merge the SOMA bodies, citing their role in preserving community voice and resisting displacement.

- Christina Varner, Executive Director of the Rent Board, opposed transferring its appellate functions to the Board of Appeals or imposing term limits. She emphasized the Rent Board’s technical expertise, legal complexity, and cost-efficiency.
- Eric Wu with the Chinatown Community Development Center opposed transferring Rent Board appeals, citing the need for tenant representation and subject matter expertise.
- Stephen Torres, a renter of subsidized housing and former Entertainment Commissioner, spoke in support of both the Rent Board and SOMA CAC, warning against reframing community oversight as an impediment.
- Kim Tavaglione, a representative from the San Francisco Labor Council, strongly opposed changes to the Rent Board and SOMA CAC, warning of the political consequences of taking away working people’s voices.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Moving Rent Board appeals to the Board of Appeals would require an average of 114 tenants and landlords annually (62 tenants, 52 landlords) to begin paying fees to file appeals for adjudication, an unnecessary new burden they’ve never had to pay.

In June 1979 — 46 years and four months ago — San Francisco’s Board of Supervisors passed the Rent Ordinance creating the “*Residential Rent Stabilization and Arbitration Board*” to assist tenants and landlords resolve disputes. It was intentionally titled “*Arbitration*” to provide a forum for tenants and landlords to file rental unit appeals for **arbitration** in the event of landlord/tenant disputes.

The Board of Appeals was created for the purpose of providing a review process for **administrative appeals** related to **City permits and licenses**, not leases. Don’t transfer Rent Board appeals to the Appeals Board!

Keep, don’t eliminate, the Citizens’ Committee on Community Development oversight of MOHCD, either!

- Angelica Cabande with SOMCAN described the SOMA Stabilization Fund as a product of years of negotiation and a model of direct democracy. She urged the Task Force to preserve both SOMA bodies.
- Raymond Castillo with SOMCAN supported both SOMA bodies and emphasized the CAC’s role in community-led decision-making and highlighted specific projects funded through the body.
- David Woo with SOMA Pilipinas supported retaining both SOMA bodies and stressed the importance of maintaining their independence and funding. He also noted factual errors in the memo regarding the CAC’s vacancies and noted that the body will receive future funding via special tax revenues.
- Richard Kurylo, manager of the Legacy Business Program, objected to the Task Force’s recommendation to remove the Small Business Commission’s role in reviewing legacy business applications, stating he had not been consulted.

During public comment, Chair Harrington asked Christina Varner about the nature of the Rent Board’s decisions and how they relate to those made by department staff. Ms. Varner clarified that the department processes petitions from landlords and tenants and the Rent Board’s attorneys render decisions on those petitions. Those decisions can then be appealed to the Rent Board itself, after which the Superior Court handles any further appeals. She explained that department staff’s role is to prepare the petitions for hearings and issue memoranda on legal issues as needed. Task Force members confirmed with Ms. Varner that reassigning the Rent Board’s appellate function does not make sense because the Board does not hear appeals twice and there are legal processes and remedies that guide the process. She also noted

that it takes many years to develop the complex legal expertise required of Board members and emphasized that the Task Force should not impose term limits.

Rent Board

Chair Harrington opened the Task Force discussion by stating that he does not see a need for any changes to the Rent Board. Vice Chair Bruss and Sophie Hayward also expressed strong support for maintaining the body without changes. They cited its effectiveness, balance, and the overwhelming public support for its current structure. Vice Chair Bruss moved to retain the Rent Board with no changes. Natasha Mihal seconded the motion and it passed unanimously by voice vote.

Citizens Committee on Community Development (CCCD)

Chair Harrington informed the Task Force that historically, the CCCD had been instrumental in the allocation of Community Development Block Grants (CDBG) but that role appears to have lessened over time. Task Force members raised the new information that the City could meet the outreach requirements of this federal funding source without the CCCD. Ms. Alonso stated that eliminating it would not require changes to the Consolidated Plan, but that staff would confirm this.

Vice Chair Bruss moved to eliminate the CCCD, with the understanding that MOHCD would continue to fulfill its obligations through an alternative public process. Ms. Mihal seconded the motion and it passed unanimously by voice vote.

Inclusionary Housing Technical Advisory Committee (IHTAC)

Vice Chair Bruss described IH TAC as a well-balanced, functional body that does not fit neatly into any template. She recommended retaining it with one change: clarifying that members' terms expire upon issuance of the Committee's final report. Ms. Hayward seconded the motion and it passed unanimously by voice vote.

SOMA Community Stabilization Fund Community Advisory Committee (SOMA CAC)

Chair Harrington expressed support for retaining the CAC if it does indeed have ongoing revenue sources. Ms. Alonso underscored the misunderstanding about funding, citing information from MOHCD staff that funding would soon be exhausted.

Ms. Hayward raised questions about a potential merger with the Planning Department's SOMA body, including whether there would be a lead agency over both bodies. Vice Chair Bruss expressed openness to a merger but raised concerns about conflicts of interest when members advise on funds for which they may also apply. Chief Assistant City Attorney Jon Givner clarified that conflict-of-interest laws generally do not apply to advisory bodies, but members must recuse themselves when they know that specific funding decisions involve their organizations.

Chair Harrington moved to retain the SOMA CAC and apply a three-year sunset date, consistent with the advisory body template, with the understanding that there is an ongoing funding source for the body. The motion was seconded by Ms. Mihal and it passed unanimously by voice vote.

11. Planning and Land Use Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for six bodies: the Planning Commission, the Historic Preservation Commission (HPC), the Bayview Hunters Point Citizens Advisory Committee (Bayview CAC), the South of Market Community Planning Advisory Committee

(SOMA CPAC), the Market and Octavia Community Advisory Committee, and the Interagency Planning and Implementation Committee (IPIC).

She highlighted that the Planning Commission is a hybrid governance-regulatory body with broad authority and a unique relationship to the Planning Department, and the Task Force may want to make more detailed recommendations than with other bodies. She flagged the HPC as potentially controversial, with options to retain or consolidate its functions. She identified the Bayview CAC and SOMA CPAC as borderline inactive bodies. Lastly, she mentioned that the Board of Supervisors (BOS) already imposed a sunset date for the Market and Octavia CAC, while IPIC was a staff working group not operating according to public meeting laws and therefore should be removed from code. For more information, see the detailed staff recommendation for each body in the [Housing and Economic Development Bodies Memo](#).

Public comments were received from 15 speakers:

- Doug Engmann, former Planning Commissioner, supported retaining the Planning Commission's current appointment structure. He described the body as appellate in nature and emphasized its unique authority under the Charter.
- Stan Hayes with the Telegraph Hill Dwellers provided the Task Force with written comments and urged it to retain the HPC as a separate body, citing its voter-approved creation and role in securing federal funding as a certified local government.
- Asia Nicole Duncan, campaign director for Proposition E, emphasized the HPC's role in protecting cultural districts and correcting imbalances in development. She urged the Task Force to preserve it as a standalone body.
- Ramon Bonifacio with SOMCAN again asked the Task Force to retain both SOMA bodies and their unique functions.
- Jericho Sinaban read a written comment from Teresa Dulalas, a longtime SOMA resident, who again urged the Task Force to preserve both SOMA bodies and not erase residents' voices.
- Stephen Torres, a former Entertainment Commissioner, warned that consolidating power ignores the intent of Proposition E. He also emphasized the importance of community representation in planning.
- Eric Wu with the Chinatown Community Development Center opposed centralizing Planning Commission appointments under the Mayor and dismantling community commissions.
- Georgia Schudish supported keeping the HPC and Planning Commission as-is, opposing term limits to strengthen institutional memory and supporting removal only for cause.
- Woody LaBounty with San Francisco Heritage warned that removing HPC from the Charter could politicize preservation and cast the body as anti-housing. He also praised the legacy business hearings as a celebratory and valuable process and that department staff ownership could diminish its value.
- Raymond Castillo with SOMCAN opposed changes to the Planning Commission and HPC and supported retention of both SOMA advisory bodies. He also opposed centralizing Planning Commission appointments under the Mayor and dismantling community-based forums for input.
- Bridget Maley, former Landmarks Preservation Advisory Board member, supported the HPC and emphasized that it was created to streamline preservation approvals and should remain a decision-making body along with the Planning Commission.
- Richard Kurylo, speaking on his own behalf, agreed with Mr. LaBounty and supported retaining the HPC without changes. He also highlighted the emotional significance of legacy business hearings.
- Richard Rothman strongly supported keeping HPC and emphasized that preservation and housing can coexist with smart planning.

- Devanshu Patel, chair of the Bayview CAC, refuted the staff's recommendation to eliminate the body, citing appointment delays and the CAC's unique equity-focused role that centers neighborhood voices. He contextualized the Task Force's decisions with actions at the federal level.
- Angelica Cabande with SOMCAN and the REPSF coalition opposed changes to the Planning Commission and HPC, warning against politicization and loss of community voice.

During public comment, Chair Harrington clarified with Devansha Patel that the Bayview CAC advises the Planning Department.

Planning Commission

Chair Harrington opened the Task Force discussion by asking Ms. Alonso about the Planning Commission's scope of authority. She noted that its functions are uniquely distinct and that the Task Force and support staff may consult the Planning Department and City Attorney's Office for clarity around which functions should be in the code versus the Charter.

Task Force members deliberated about how to handle governance commissions with split appointments and associated confirmation processes. Ms. Alonso stated that the plan was for the Task Force to revisit and potentially standardize Board of Supervisors appointment processes at a later meeting. The group agreed that for governance commissions with both split and entirely mayoral appointments, the BOS has the authority to reject the mayoral appointments with a two-thirds majority. However, Ms. Hayward suggested that the Task Force review its prior decisions on such governance commissions and ensure it is being consistent.

Vice Chair Bruss moved to retain the Planning Commission, partially align it to the governance template with the exception of maintaining split appointments, and keep it in the Charter. Natasha Mihal seconded the motion and it passed unanimously by voice vote.

Historic Preservation Commission (HPC)

Ms. Hayward relayed her history with the Historic Preservation Commission to Task Force members, explaining that she worked on Proposition J (its establishing legislation) while at the Planning Department. Drawing on her own experience, she emphasized the HPC's governance role and suggested removing rigid seat qualifications and the legacy business application review process, per the HPC's own suggestions in its written comment letter.

Chair Harrington and Vice Chair Bruss expressed support for retaining the HPC. Task Force members discussed the efficacy of the body's seat qualifications and whether it should live in the Charter or the Administrative Code.

After some deliberation, Vice Chair Bruss moved to maintain the HPC in the Charter, move some of its technical duties to the Administrative Code, codify desirable rather than required seat qualifications and direct staff to return with a specific proposal, eliminate the provision allowing the Board President to appoint if the Mayor fails to act, and otherwise align the body with the governance template. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

Bayview Hunters Point Citizens Advisory Committee

Vice Chair Bruss acknowledged this body's historical importance and her own work for the District Supervisor who established it. She then asserted that although the body's struggles were not the fault of the body itself, she would be comfortable eliminating it. Members agreed that the body's advisory role

was no longer necessary, as its functions are already carried out by the Planning Commission and other bodies and its involvement is merely an additional step. Vice Chair Bruss also explained other aspects of the Bayview CAC, including the City Administrator's role in staffing the body, as a holdover from prior policy contexts.

Chair Harrington moved to eliminate the Bayview CAC. Vice Chair Bruss seconded the motion and it passed unanimously by voice vote.

South of Market Community Planning Advisory Committee (SOMA CPAC)

Chair Harrington highlighted the SOMA CPAC's recent creation in 2019 and its role in fulfilling promises made to the community. Members agreed that the body should be retained. Ms. Hayward moved to retain the CPAC and apply the advisory body template, including a three-year sunset and four-term limit. Vice Chair Bruss seconded the motion and it passed unanimously by voice vote.

Market and Octavia Community Advisory Committee

Staff noted that the Board of Supervisors had already voted to sunset the body in six months. No action was taken.

Interagency Planning and Implementation Committee (IPIC)

Vice Chair Bruss made a motion to eliminate IPIC, noting that it functions as a staff working group and should not be codified. Ms. Mihal seconded the motion and it passed unanimously by voice vote.

12. Workforce Development Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso introduced the final item of the meeting with an overview of staff recommendations for the two workforce-related bodies: the Committee on City Workforce Alignment (CCWA) and the Workforce Investment San Francisco Board (WISF).

She explained that CCWA, created in 2022, is a hybrid advisory body and staff working group composed of public members and city department representatives. Ms. Alonso also relayed that the Office of Economic and Workforce Development (OEWD) had expressed concern that removing the body from code would reduce its effectiveness in coordinating with community labor leaders and City departments. Staff recommended retaining the body, with the option to reduce its size and apply a sunset date.

WISF, Ms. Alonso explained, is legally required to receive federal funding and currently exceeds the Task Force's recommended advisory body size. Staff suggested working with OEWD to explore membership adjustments (including the potential for a broad cross-section of labor and business representatives) and aligning the body's member removal process with the advisory body template. For more information, see the detailed staff recommendation for each body in the [Housing and Economic Development Bodies Memo](#).

No members of the public wished to comment on this item.

Committee on City Workforce Alignment (CCWA)

Task Force members concurrently discussed CCWA and WISF. Chair Harrington and Vice Chair Bruss began by noting that CCWA was relatively new and had recently begun a five-year planning process. Vice Chair Bruss stated that she was open to retaining the body in code, despite her general preference to avoid codifying staff working groups. She recommended reducing the number of seats from 17 to 15,

incorporating term limits, and applying a sunset date aligned with the conclusion of the OEWD's five-year plan in 2030.

Chad Houston, Director of Workforce Strategy with OEWD, clarified that City department seats are based on who has more interest and professional investment in workforce development. Chair Harrington and Natasha Mihal agreed that if reductions were made, they should come from City department seats rather than public seats. However, members ultimately agreed to leave the membership unchanged for now and revisit the issue later if needed.

Vice Chair Bruss moved to retain the CCWA and its current size until such time as department staff identify specific seats to remove, incorporate term limits for public seats, and apply a sunset date of 2030 to align with the body's five-year plan. Natasha Mihal seconded the motion, and it passed unanimously by voice vote.

Workforce Investment San Francisco Board (WISF)

Vice Chair Bruss supported retaining WISF without reducing its size, pointing out that the current membership helps manage quorum. She recommended removing the requirement for the Board of Supervisors to confirm mayoral appointments.

Mr. Houston clarified that if there are two BOS members who sit on the WISF, then mayoral appointees do not need to go to the larger BOS for a vote. He noted that this has always been the case in his seven years with OEWD. Vice Chair Bruss affirmed that since WISF is an advisory body, it should still align with the template and any BOS confirmations should be removed from code. Mr. Houston also pointed out that some seats are federally mandated but not tied to specific individuals, which members agreed would not conflict with the proposed term limits.

Vice Chair Bruss made a motion to retain WISF, maintain the current number of seats, remove BOS confirmation of mayoral appointees, impose a 12-year cumulative term limit, and apply no sunset date. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

13. Future Agenda Topics (Discussion Item)

Chair Harrington invited Task Force members to suggest topics for future meetings. Project Director Rachel Alonso noted that the Task Force had completed the third of five major review phases, with the next meeting expected to be similarly long and potentially contentious. She explained that after the next round of body-specific decisions, the Task Force would shift to operational improvement topics in mid-November and December, including training, information management, and deferred or second-level decisions. She encouraged the Task Force members to suggest individuals or groups for staff to interview as part of that phase. She also previewed that staff would present the Commission Streamlining Task Force's draft report during the December 3rd meeting.

Task Force members discussed logistical considerations for upcoming meetings, including location and overflow capacity for public commenters. Ms. Alonso reminded everyone that the next meeting will be in City Hall Room 263 and that the Task Force should plan to confirm the location of the subsequent meeting at the end of each meeting. Chair Harrington also raised the possibility of holding supplemental meetings in alternate locations in the community to increase accessibility.

After some discussion of what technical capabilities would be needed for these additional meetings, Ms. Alonso agreed to explore options for overflow space and off-site meeting locations and to return with recommendations.

Public comment was received from 1 speaker:

- Patrick Monette-Shaw provided public comment and submitted the following written summary:
Chair Harrington noted many people who wanted to speak left early. It's important to move General Public Comments back to the top of meeting agenda's and if time runs out at start of the meeting, continue the remainder of general public comment to a continuation agenda item at the end of the meeting.

14. General Public Comment

Chair Harrington opened the floor for general public comment on matters within the Task Force's purview but not on the day's agenda.

Public comments were received from 2 speakers:

- Richard Rothman advocated for split appointments for the Municipal Transportation Agency Board of Directors, citing concerns about mayoral dominance and lack of responsiveness to public input. He emphasized the importance of democratic representation and accountability in transit governance.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Across your 8/16/2025 through 9/17/2025 meetings, this Streamlining Task Force was asked to make initial decisions about 66 Boards and Commissions. You voted to eliminate 44 of those 66 bodies. The BLA's Appendix 4 showed there would be zero dollars full-time "*hard cost*" savings from the 44 bodies eliminated.

The BLA's report did show that the 44 bodies you've eliminated **might** save \$1,248,796 in "*soft-cost*" part-time staff costs, but the BLA noted "*soft costs*" savings would likely not actually result in any full-time staff "*hard costs*," net savings to the City budget, precisely because those "*soft-cost*" employees would retain their jobs, netting zero actual savings.

The Budget and Legislative Analyst's Appendix 6 in the BLA report showed that this Task Force **MIGHT** have saved \$73,536 from your elimination of the Streets and Sanitation Commission, but again, that apparently also involved only "*soft-cost*" employees, also netting zero actual "*hard cost*" savings.

15. Adjournment

Chair Harrington adjourned the meeting at 7:33 p.m.

Minutes prepared by Hannah Kohanzadeh, Principal Project Analyst and Chelsea Hall, Senior Project Analyst.



Approved Minutes

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

Daniel Lurie
Mayor

Wednesday, October 15, 2025
1:00 pm

City Hall, Room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/ycka94ke> and password PropE. Members of the public may use email address 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 826 8158 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 1:02 p.m.

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 roll. With all five members present, a quorum was established.

3. Announcements (Informational Item)

Chair Harrington and Hannah Kohanzadeh, the clerk, made several logistical announcements at the start of the meeting. Ms. Kohanzadeh informed attendees that an overflow viewing area was available in the North Light Court. Chair Harrington added that printed copies of the agenda and meeting materials were limited, but QR codes were posted inside and outside the room to access materials online.

4. Approve Minutes – October 1, 2025 meeting (Action Item)

Chair Harrington reminded the Task Force that they would be voting on the revised version of the October 1, 2025 meeting minutes.

Public comment was received from one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
I've repeatedly complained that the Task Force's motions are often unclear about what you are actually voting on. So it's somewhat shocking the Task Force's draft October 1 meeting minutes indicated four problems with the motions made during that meeting. This Task Force must begin following *Robert's Rules of Order* more closely when it comes to making motions before voting on them, because those four problems ***weren't*** isolated examples.

Under Robert's Rules of Order, a motion to adopt a recommendation **without stating its contents** is generally improper, and can create procedural confusion. Chair Harrington, another Task Force member, or Support Staff should clearly restate the actual motion made before voting begins, and not simply make a motion that merely states "*to accept the staff's recommendation.*"

Also, motions must clearly state which functions of a body being eliminated, or combined. are being transferred to another body, or to departmental City staff.

Chair Harrington acknowledged the importance of clear motions and asked Chief Assistant City Attorney Jon Givner whether there were any legal issues with the revised minutes. Mr. Givner confirmed there were none.

Natasha Mihal moved to approve the revised minutes. Vice Chair Bruss seconded the motion, and it passed unanimously by voice vote.

5. Children and Youth Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso introduced the item with a brief overview of the Task Force's process and timeline and explained that this was the fourth of five meetings focused on reviewing public bodies by policy area.

After clarifying the agenda order, she then presented the staff recommendations for eight bodies in the Children and Youth policy area:

- Child Care Planning and Advisory Council (CPAC)
- Children and Families First Commission (CFFC)
- Early Childhood Community Oversight and Advisory Committee (EC COAC)
- Children, Youth and Their Families Oversight and Advisory Committee (DCYF OAC)
- Our Children, Our Families Council (OCOF)
- Service Provider Working Group (SPWG)
- Free City College Oversight Committee
- Youth Commission

Ms. Alonso explained that the landscape of children and youth bodies in San Francisco is shaped by a mix of state mandates and local initiatives, which limits the Task Force's ability to redesign the system. She provided an overview of the two departments involved—Department of Early Childhood (DEC) and Department of Children, Youth, and Their Families (DCYF)—and outlined the bodies under review, identifying which are required by state law (CPAC and CFFC) or voter-approved (OCOF and SPWG). She highlighted that DEC was created after the CFFC and EC COAC, which had previously been administered by a different agency. She also pointed out that the main body for DCYF is the OAC, which was created in 2000 and given more decision-making authority by voters in 2015.

Ms. Alonso noted that while some bodies could be aligned with governance or advisory templates, others—particularly those created by state law like CPAC and CFFC—require many exceptions. For the children's committees that staff recommend keeping, she presented two options: combining the EC COAC and DCYF OAC while limiting the scope of the CFFC, or expanding the CFFC scope to include the EC COAC. She also clarified that the Task Force cannot merge departments but may include commentary to that effect in its final report. To conclude her presentation, she overviewed the staff recommendations for the Free City College Oversight Committee and the Youth Commission. Refer to the detailed staff recommendation for each body in the [Public Health and Wellbeing Bodies Memo](#).

Once the floor opened for the Task Force's initial comments and questions, Sophia Kittler asked why the Youth Commission is under the Board of Supervisors rather than another department. BART Director Bevan Dufty, who also serves on the City's Homeless Oversight Commission and was a member of SF's Board of Supervisors, answered that former Board of Supervisors President Angela Alioto, who championed the Youth Commission, was more comfortable keeping the body with the Board rather than the Mayor's Office at the time.

Public comment was received from 40 speakers:

- Doug Engmann, former Planning Commissioner, commented generally on the Task Force's public comment process, stating that the number and complexity of commissions under review made it difficult for the public to provide meaningful input in the time allotted.
- Gabbie Listana, District 6 Youth Commissioner and Chair, opposed moving the Youth Commission out of the Charter, reducing its seats, or adding a sunset date. She thanked the Task Force for recommending removal of the prohibition on stipends.
- Téa Lonné Amir, Vice Chair of the Youth Commission, opposed term limits and a sunset date, citing the natural turnover of commissioners. She thanked the Task Force for recommending removal of the prohibition on stipends.
- Josie Dominguez-Chand, San Francisco resident and advocate for youth, supported the Youth Commission and called for more staff and funding, which will increase overall accountability at City Hall.
- Joshua Rudy Ochoa, Community Partnership Specialist for the Youth Commission, urged the Task Force to retain the Commission in the Charter; reject term limits, seat reductions, and sunset provisions; and remove the stipend prohibition.
- Nadi Balboa, former Youth Commissioner, emphasized the importance of youth representation and credited the Youth Commission with shaping City policies as well as her own civic engagement and life trajectory. She also clarified that the Youth Commission is under the Board of Supervisors because it directly advises the Board.

- Joy Zhan, Youth Commission staff, supported retaining all 17 Youth Commission seats and opposed moving the body to the Administrative Code or adding a sunset date.
- Alondra Esquivel Garcia, Director of the Youth Commission, opposed reducing seats, adding a sunset, moving to the Administrative Code, or imposing term limits. She supported removing the stipend prohibition.
- Dr. Edward De Asis, Deputy Director of Finance and Administration with the Clerk of the Board and speaking on behalf of the Clerk of the Board, supported keeping the Youth Commission unchanged.
- Madison, member of the SPWG, opposed eliminating or converting the group to a passive meeting body and emphasized its importance in identifying systemic issues. She also opposed combining DCYF OAC with the EC COAC.
- Ryan Hazelton, member of CPAC, DCYF OAC, and SPWG, supported keeping CPAC and somehow retaining the functions of SPWG. He recommended merging EC COAC with CFFC rather than DCYF OAC due to their oversight of aligned funding streams.
- Quinn Chung, member of Parent Voices, supported combining EC COAC with CFFC, not DCYF OAC.
- Hailey Lopez, SPWG volunteer, supported keeping the SPWG and DCYF OAC and noted the latter's essential role when fully appointed.
- Sally Jenkins-Stevens, Executive Director of the SF Beacon Initiative, spoke in support of the SPWG and OAC, emphasizing their distinct roles and opposing consolidation.
- The co-president of SF Democrats supported removing the stipend prohibition and opposed seat reductions and a sunset date for the Youth Commission.
- Eddie Kaufman, Mission Graduates CEO and SPWG member, supported keeping the group and making it Brown Act compliant. He also supported retaining DCYF OAC as a separate governance body.
- Anya Worley-Ziegmann with the People's Budget Coalition supported keeping the SPWG and maintaining separate oversight bodies and opposed a sunset date for the Youth Commission.
- Natalie Gee, Chief of Staff for Supervisor Walton and former Youth Commissioner, opposed changes to the Youth Commission.
- A City College of San Francisco (CCSF) instructor supported retaining the Free City College Oversight Committee, citing its role in transparency and access.
- Win, CCSF student and Free City College Oversight Committee member, supported retaining the committee and emphasized its role in student advocacy.
- Eddie Escoto, CCSF biology student, supported retaining the Free City College Oversight Committee, underscoring its importance for student access and affordability.
- Alisa Messer, CCSF English instructor and Free City College Oversight Committee member, supported retaining the body, noting its diverse membership and collaborative structure.
- Anita Martinez, President of the CCSF Board of Trustees, supported retaining the Free City College Oversight Committee, citing its value for student engagement.
- Chanel Marie Green, District 7 Youth Commission member and CCSF student, supported retaining the Free City College Oversight Committee and Youth Commission and opposed term limits or removal from the Charter.
- Margaret Brodtkin, co-convener of the Children's Fund planning process, supported keeping DCYF OAC in the Charter and opposed combining it with EC COAC. She also supported elevating EC COAC to a governance body and retaining SPWG.

- Girlie Vadet, former Youth Commissioner, supported retaining the Youth Commission and emphasized its role in civic education and leadership development.
- Rocio Molina with the SF Human Services Network supported combining EC COAC where it will be most effective and preserving SPWG.
- Maria Jandres supported combining EC COAC with CFFC and opposed combining it with DCYF OAC.
- Alex Maykowski with the SF Early Care and Education Advocacy Coalition, supported combining EC COAC with CFFC and opposed combining it with DCYF OAC.
- Maria Luz Torre, Parent Voices organizer, opposed reducing the number of commissions and supported elevating EC COAC to a governance body.
- A Chinatown-based advocate opposed combining EC COAC with DCYF OAC.

During public comment, Chair Harrington asked Chief Assistant City Attorney Jon Givner to define passive meeting bodies. Mr. Givner explained that passive meeting bodies have not been formally established and thus are not subject to the Brown Act. However, they must still provide public notice of meetings and allow public observation. He also clarified that, by contrast, policy bodies established in the Charter or Code must follow stricter public meeting rules, including members of the public only being able to speak during designated public comment periods.

In addition, Chair Harrington confirmed with Margaret Brodtkin that her initial comments referred to the DCYF OAC and noted her recommendation to elevate the EC COAC to a governance body.

Next, Chair Harrington opened the Task Force discussion by inviting general comments on the options for grouping the bodies. Ms. Kittler stated her general preference for having as few bodies in the Charter as possible and noted that the number of bodies in this policy area made it difficult to discern a clear structure. She confirmed with staff that the CFFC must exist and that the CPAC fulfills legal requirements, but the body itself is not required.

The Task Force then discussed specific bodies, at times jumping between bodies. Below is a summary of its discussion and decisions organized by body.

Child Care Planning and Advisory Council (CPAC)

Chair Harrington clarified the appointment structure of CPAC with staff and noted that reducing the number of seats would require changes to how appointments are made by the Board of Supervisors and Board of Education. Vice Chair Bruss and Sophie Hayward agreed that CPAC should be retained as-is and that aligning it to the advisory committee template was unnecessary. Ms. Hayward also noted that the Task Force should not apply a sunset date since the body is required by law.

Ms. Hayward moved to keep CPAC, retain the number of seats, not add a sunset date, and remove outdated code references to DCYF. Vice Chair Bruss seconded the motion, and it passed unanimously by voice vote.

Our Children, Our Families Council (OCOF)

Chair Harrington noted that OCOF had not met since 2019 or 2020 and that its functions could be carried out by City staff or through a passive meeting body. Ms. Kittler moved to eliminate the OCOF. Vice

Chair Bruss seconded the motion, and it passed unanimously by voice vote.

Before the vote, Mr. Givner noted that in order to effectuate the deletion of OCOF, any Charter references to the Council would need to be replaced with references to the DCYF “initiative” (a group of City staff) in the Charter amendment.

Service Provider Working Group (SPWG)

Chair Harrington emphasized the importance of SPWG as a model for community engagement and proposed that the City Administrator convene a process to determine how best to support provider groups across departments. Ms. Hayward and Vice Chair Bruss agreed that SPWG should not be codified and that it should continue its valuable work as a passive meeting body. Vice Chair Bruss also raised the significant challenges that would be involved in making the 295-member body compliant with the Brown Act if kept in the Charter. Natasha Mihal highlighted that converting a body to a passive meeting body or advisory body does not limit what government can do and suggested including language in the Administrative Code encouraging departments to consult with service providers. Task Force members requested that staff ensure decisions regarding service provider working groups are consistent at the end of the commission streamlining process.

Ms. Kittler motioned to eliminate the SPWG from code to allow it to be reconvened as a passive meeting body, with the understanding that staff would return with proposed language encouraging departments to consult with service providers and that the City Administrator would explore how to engage provider groups in lieu of a public meeting body. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

Children and Families First Commission (CFFC) and Early Childhood Community Oversight and Advisory Committee (EC COAC)

The Task Force discussed whether to combine the CFFC and EC COAC. Vice Chair Bruss noted that CFFC has a state-mandated role in overseeing Prop 10 funds but also performs broader functions in practice. She expressed concern about maintaining two bodies with overlapping responsibilities. Ms. Mihal asked how these structures look in other counties. DEC Director Mezquita explained that San Francisco’s dual-department structure is unique due to the jurisdiction being both a city and county, and that CFFC’s composition and functions are shaped by state law.

Given legal constraints around membership and staffing, Ms. Kittler raised the central question of how the two bodies could be usefully combined when the CFFC focuses on a narrow slice of funding. Ms. Alonso reviewed the combination options: expanding the CFFC and combining it with the EC COAC (which would potentially have City staff and BOS members inappropriately overseeing a department) or reducing the CFFC to only its required functions and retaining the EC COAC as the main DEC body (which would keep three bodies for one department).

Chair Harrington asked whether CFFC could be a subcommittee of EC COAC. Mr. Givner confirmed that overlapping membership was possible but noted that it would effectively result in two bodies. Ms. Kittler initially moved to move the CFFC to the Administrative Code and eliminate the EC COAC but the motion died for lack of a second.

The Task Force then discussed the respective functions, roles, and requirements of the CFFC and EC COAC. DEC Director Mezquita clarified for Task Force members that the CFFC performs expanded functions beyond state requirements; although it does not approve the department's budget, it ensures that sound research and policy inform the budget.

Vice Chair Bruss then moved to keep the CFFC, remove all references to it in the Charter, maintain its current functions (including expenditure authority over Prop 10 funds and advisory authority over the department's broader budget), and remove its role in department head selection. The motion also included eliminating the EC COAC. Ms. Kittler seconded the motion, and it passed unanimously by voice vote.

Children, Youth and Their Families Oversight and Advisory Committee (DCYF OAC)

Chair Harrington noted that DCYF OAC functions as a governance body and was intentionally placed in the Charter by voters.

Ms. Kittler and Ms. Hayward expressed a preference for retaining the body's governance status but moving it to the Administrative Code to allow for future flexibility. Mr. Givner noted that, due to Charter references that tie the body to the spending of baseline funds, moving it out of the Charter would entail more extensive edits than for other bodies. Ms. Mihal asked what would be required to change the body if it were moved to the Administrative Code, and Mr. Givner explained that the Board of Supervisors could amend it by ordinance through a majority vote or the Mayor could amend it through departmental reorganization, subject to Board veto procedures. He also confirmed that the Task Force's Charter amendment could raise the threshold to a supermajority vote for the Board of Supervisors to change the body. After the Task Force reviewed the OAC's functions, Chair Harrington argued that it should remain a permanent governance body named in the Charter but that its duties could be moved to the Administrative Code.

With some Task Force deliberation informing the ultimate motion, Ms. Kittler moved to move the DCYF OAC from the Charter to the Administrative Code and align it with the governance commission template, with exceptions for retaining the current number of seats, split appointments, and existing term lengths and limits. Seat qualifications were made desirable at the body-level. Appointment confirmations, for-cause removal, and hiring and firing authority were removed. Ms. Hayward seconded the motion.

Chair Harrington asked to divide the question. The motion to move the DCYF OAC to the Administrative Code passed 4–1, with Chair Harrington opposed. The remaining changes passed unanimously by voice vote.

Free City College Oversight Committee

Ms. Hayward confirmed with staff that the Free City College Oversight Committee is not legally required. Ms. Kittler moved to retain the body and align it with the advisory committee template. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Youth Commission

Ms. Kittler reiterated her preference for moving most bodies out of the Charter and expressed support for moving the Youth Commission to the Administrative Code while retaining its current size and structure. She confirmed with staff that new members must be 12-23 years old and that the body currently has one-

year terms with no term limits. Ms. Kittler proposed imposing a three-term limit. Ms. Mihal and Ms. Hayward both supported the proposal, and Ms. Hayward emphasized the importance of maintaining access for new youth participants.

Ms. Kittler moved to move the Youth Commission from the Charter to the Administrative Code, retain 17 seats, impose a three-term limit (with one-year terms), retain the status quo of no sunset date, and remove the prohibition on stipends. Ms. Mihal seconded the motion.

Chair Harrington asked to divide the question. The motion to move the Youth Commission to the Administrative Code passed 4–1, with Chair Harrington opposed. The remaining changes passed unanimously by voice vote.

6. Human Services Agency Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

After a brief recess, Project Director Rachel Alonso presented the staff recommendations for the eight bodies within the Human Services Agency:

- Human Services Commission (HSC)
- Disability and Aging Services Commission (DASC)
- Advisory Council to the Disability and Aging Services Commission (DASC Advisory Council)
- Dignity Fund Oversight and Advisory Committee (Dignity Fund OAC)
- Dignity Fund Service Providers Working Group (Dignity Fund SPWG)
- In-Home Supportive Services Public Authority Governing Board (IHSS Governing Board)
- Long-Term Care Coordinating Council (LTCCC)
- Veterans' Affairs Commission (VAC)

Ms. Alonso explained that the Human Services Agency (HSA) is the City's prototypical agency model, with two departments or divisions—Benefits and Family Support (BFS) and Disability and Aging Services (DAS)—each overseen by its own commission. She noted that the HSC was established 90 years ago and functions more as an advisory body in practice, despite its formal budget and contract approval authorities. The DASC, by contrast, fulfills state requirements to serve as the oversight body for the City's Area Agency on Aging (AAA).

Ms. Alonso also explained that the AAA must also have an advisory council, which is currently the Advisory Council to the DASC. She then reviewed the Dignity Fund OAC and SPWG, both of which were created in 2017 alongside the voter-approved Dignity Fund. She noted that the Dignity Fund OAC could potentially be merged with the DASC Advisory Council, and that the Dignity Fund SPWG is not compliant with the Brown Act and may be better suited to function as a department-led or community-led group outside of the Charter. She also noted that the LTCCC had voted to disband, the IHSS Governing Board fulfills a state requirement and is considered an outlier, and finally that the VAC should be retained and aligned with the advisory committee template. For more information, refer to the detailed staff recommendation for each body in the [Public Health and Wellbeing Bodies Memo](#).

Public comment was received from 9 speakers:

- Dr. Allen Cooper, President of the DAS Advisory Council and member of the Dignity Fund OAC, emphasized the diversity and expertise of the DAS Advisory Council and opposed merging

the two bodies. He noted that while some meetings had been canceled, most had occurred, and vacancies were due in part to the ongoing review process.

- Marie Jobling, Co-chair of the Dignity Fund Coalition, supported retaining the Dignity Fund OAC as-is. She described the body as a hard-fought community victory and emphasized its role in implementing the Dignity Fund ordinance and elevating the voices of older adults and people with disabilities.
- Flo Kelly expressed concern that the Task Force was not hearing enough public comments due to the length of the agenda. She had come to speak about homelessness but noted that the meeting was running hours behind schedule.
- Norman Degelman, a longtime San Francisco resident, opposed combining the DASC Advisory Council with any other body. He said the word “combined” felt like a loss of effectiveness and made him feel like the Task Force did not care about him.
- Margaret Graff, District 4 representative to the DASC Advisory Council, emphasized the importance of maintaining Board of Supervisors appointments to the Council. She described her role in reporting back to her Supervisor and educating them about the DAS system.
- Ramona Davies highlighted that the DASC Advisory Council, Dignity Fund SPWG, and Dignity Fund OAC work together to surface and resolve frontline service delivery issues. She urged the Task Force to preserve all channels of community input.
- Anya Worley-Ziegmann with the People’s Budget Coalition urged the Task Force to retain the DASC Advisory Council and Dignity Fund OAC as separate bodies. They argued that the current system reflects the complexity of the community and should be preserved.
- Art Christico, California Alliance for Retired Americans, opposed the proposed streamlining. He argued that the changes would not save money or improve efficiency and would instead silence community voices.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
The “*Staff Discussion*” states that “the Advisory Council ... *can absorb some functions of the Dignity Fund OAC,*” but *doesn’t* mention what functions *can’t* be “*absorbed,*” or who would perform them!

The Dignity Fund Coalition has urged you to keep the Dignity Fund OAC in its current role as an advisory body.

Go ahead. Eliminate these two Dignity Fund bodies at your own peril. That will add fuel to the fire to entice voters To reject any Charter Change ballot measure you place in November 2026!

Also, as gerontologist Ann Colichidasin, from the Board of San Francisco Gray Panthers urged you, the Long-Term Care Coordinating Council (LTCCC) is needed more than ever, because numerous long term care beds are being eliminated and facilities closing. The LTCCC’s duties to recommend policy changes to increase long-term care institutional settings, should be explicitly added to core duties of the Department of Public Health.

During public comment, Chair Harrington asked Ms. Jobling to explain why the Dignity Fund OAC should not be merged with the DASC Advisory Council, given their budgetary overlap. Ms. Jobling responded that the Dignity Fund OAC focuses on outreach and identifying gaps in services, not wholesale budget oversight. She emphasized the distinct roles and expertise of each body and asked,

“Why fix it if it’s not broken?” Chair Harrington also confirmed with her that the body functions in an advisory capacity.

Vice Chair Bruss opened the Task Force discussion by confirming with staff that the DASC seat qualifications were a local requirement, not state or federal.

Sophia Kittler reiterated her general preference for reducing the number of bodies and emphasized the need for a strong group focused on Benefits and Family Support (BFS) issues—such as eligibility, employment, and food access. She stated that this work requires a dedicated body, whether advisory or governance. She expressed strong support for removing both the HSC and DASC from the Charter to allow for greater flexibility.

The Task Force then discussed the structure and functions of the bodies within the Department of Disability and Aging Services (DAS). Deputy Director Cindy Kauffman was invited to clarify the Area Agency on Aging (AAA) structure. She explained that the AAA sits within a specific DAS program and that both a governance body and an advisory council are required by state and federal law. She noted that the DASC currently fulfills the governance role, while the Advisory Council fulfills the federal advisory requirement. She also clarified that the Advisory Council advises the AAA, not the DASC. Chief Assistant City Attorney Jon Givner added that the DASC must designate a process for appointing members to the Advisory Council and establish qualifications for the AAA director.

Ms. Kittler asked about the overlap between the DASC Advisory Council and the Dignity Fund OAC. Ms. Kauffman explained that the Advisory Council ensures representation of the people served by DAS and provides input on the area plan, while the OAC focuses specifically on the Dignity Fund and helps identify gaps in services through the community needs assessment. She noted that while there is some overlap, the OAC has a distinct focus on a specific funding stream. Natasha Mihal asked whether the community needs assessment informs only Dignity Fund allocations or all funding decisions. Ms. Kauffman confirmed that it informs all funding decisions and is used to guide both the Dignity Fund and other departmental resources. She described the planning process as complex but effective, with strong collaboration between planning, AAA, and budget teams.

Chair Harrington asked whether the Advisory Council’s size (currently 22 members) should be reduced. Ms. Kauffman responded that all members bring value and that the right size depends on the need for diverse representation. She appreciated the Task Force’s earlier conversation about how to thoughtfully engage service providers and noted that she had served on bodies with both too many and too few members.

Task Force members confirmed that the Human Services Commission (HSC) serves as the governing body for BFS, while the DASC governs DAS. Ms. Kittler noted that the HSC also oversees the shared administrative budget and that the two commissions function independently despite being part of the same agency. Task Force members generally agreed on retaining both the HSC and DASC as separate bodies. Vice Chair Bruss praised the work of HSA and DAS staff and noted that any proposed changes were not a reflection of the importance of their work.

The Task Force then discussed specific bodies, at times jumping between bodies. Below is a summary of its discussion and decisions organized by body.

In-Home Supportive Services Public Authority Governing Board (IHSS Governing Board)

Vice Chair Bruss moved to retain the IHSS Governing Board without changes due to its uniqueness as a required quasi-governance body. It was seconded by Ms. Kittler and passed unanimously by voice vote.

Long Term Care Coordinating Council (LTCCC)

Chair Harrington noted that the LTCCC had already voted to disband itself, but staff confirmed that it remains codified. Vice Chair Bruss moved to eliminate the LTCCC. Sophie Hayward seconded the motion, and it passed unanimously by voice vote.

Dignity Fund Service Provider Working Group (Dignity Fund SPWG)

Vice Chair Bruss moved to eliminate the Dignity Fund SPWG, noting that, while valuable, it cannot function as a Brown Act-compliant body and should be removed from code. She directed staff to develop language encouraging the department to continue working collaboratively with service providers. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

DASC Advisory Council and Dignity Fund Oversight and Advisory Council (Dignity Fund OAC)

Task Force members clarified the structure of HSA and its two divisions with staff and discussed how a new governance structure could look, with clarifying information from DAS Deputy Director Kauffman.

Chair Harrington opposed combining the DASC Advisory Council and Dignity Fund OAC into a single advisory body and acknowledged the emotional and historical significance of the Dignity Fund. Dr. Allen Cooper, who serves on both bodies, was invited to speak. He explained that the Advisory Council focuses on services while the Dignity Fund OAC focuses on a specific funding stream and that members have deep expertise. He warned that merging the bodies could dilute expertise and make it harder for a new body to understand the nuances of the Dignity Fund.

Ms. Kittler proposed creating one advisory body with two subcommittees: one focused on the Dignity Fund and one on broader services. She emphasized the need for a single body that can provide end-to-end input on services and funding. Ms. Mihal agreed, raising the importance of streamlining for public understanding and noting that the current structure is difficult to navigate, even for experts.

Vice Chair Bruss moved to direct staff to return with a proposal that combines the DASC Advisory Council and Dignity Fund OAC into a single advisory body under DAS, with flexibility to deviate from the advisory committee template as needed. Ms. Kittler seconded the motion, and it passed unanimously by voice vote.

Human Services Commission (HSC)

The Task Force returned to its earlier discussion of the HSC, and Ms. Alonso reviewed the body's current alignment with the governance and advisory body templates.

Ms. Kittler expressed interest in removing the HSC from the Charter to allow for greater flexibility. Ms. Hayward agreed, noting that advisory bodies allow for more community input and less focus on budget review. Vice Chair Bruss, however, suggested retaining the HSC as a governance body but moving it to the Administrative Code. She argued that the commission has evolved over time and that its structure warrants an exception.

Vice Chair Bruss moved to retain the HSC at its current size (5 members), maintain all-Mayoral appointments, move to the Administrative Code, and conform to the governance template (including Board of Supervisor by ordinance). Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Disability and Aging Services Commission (DASC)

Ms. Kittler moved to apply a similar structure as the HSC to the DASC: retain it as a governance body, move it to the Administrative Code, and replace specific seat qualifications with body-level desired qualifications. The motion passed unanimously by voice vote.

Veterans Affairs Commission (VAC)

Chair Harrington moved to retain the VAC and align it with the advisory committee template per the staff recommendations. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

7. Homelessness Bodies (Action Item) – to be heard no earlier than 3:30pm

Materials: [presentation](#) and [memo](#)

Ms. Alonso presented staff recommendations for five bodies: Homelessness Oversight Commission; Local Homeless Coordinating Board; Our City, Our Home Oversight Committee; Shelter Monitoring Committee; and Shelter Grievance Advisory Committee. See the detailed staff recommendation for each body in the [Public Health and Wellbeing Bodies Memo](#).

She noted that the City created the Department of Homelessness and Supportive Housing (HSH) in 2016 and that three of the five homelessness bodies pre-dated HSH's establishment. Ms. Alonso walked through three consolidation options.

Chair Harrington asked for clarification about the Our City, Our Home Oversight Committee (OCOH). Other Task Force members and staff stated that OCOH advises the Board of Supervisors and the Mayor on the OCOH fund spending plan as part of the annual budget process, which informs HSH's and the Department of Public Health's budget plans.

Public comments were received from ten speakers:

- Flo Kelly, volunteer with the Coalition on Homelessness, expressed support for maintaining the Commission on Homelessness, OCOH, and Shelter Grievance Advisory Committee.
- A member of the Coalition on Homelessness advocated to keep OCOH as-is and supported keeping the Shelter Grievance Advisory Committee to ensure a space for people experiencing homelessness to have their concerns addressed.
- Lupe, a member of the Coalition on Homelessness, stated that the elimination of the homelessness bodies erodes participatory democracy and puts more power with the Mayor's Office. She supported keeping all homelessness bodies.
- Anya Worley-Ziegmann of the People's Budget Coalition supported maintaining all homelessness bodies. They stated that commissions should serve the will of the people. They also stated that commissions should not become tools in political agendas, which could happen if more power is consolidated under the Mayor's Office.

- Bevan Dufty, former member of the Board of Supervisors, provided an overview of his experience working on homelessness issues. Mr. Dufty expressed support for Homelessness Oversight Commission (HOC).
- Jordan Postoleski, who served on the defunct SRO Task Force, expressed support for HOC and OCOH. They expressed general displeasure with the Task Force's process and compared its work to DOGE.
- Griffin Lee, staff of ConnectedSF, urged the Task Force to eliminate as many bodies as possible. He supported consolidating power in the Mayor's Office.
- Abel Cronk, current COH member and formerly unhoused person for over 10 years, advocated for the Task Force to keep all homelessness bodies. She noted that if the Task Force must consolidate bodies, then they should keep HOC and place iterations of the other bodies under it. She recommended merging the Shelter Monitoring Committee and Shelter Grievance Advisory Committee into one body, retaining the Local Homeless Coordinating Board (LHCB) to meet federal requirements, and retaining OCOH.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
I just want to say I was shocked to see that of the five bodies in the Homelessness Bodies category, that the Staff memo recommended to eliminate or combine all five bodies. That seemed to be both arbitrary and very misguided. At a minimum, you need to keep the Homelessness Oversight Body, since the previous caller was correct that there is no licensing of shelters or group housing facilities.
- A public commenter expressed dismay about the mayoral control over the recommendations.

During Public Comment, Chair Harrington asked some commenters questions. He asked Anya Worley-Ziegmann whether volunteers for the Shelter Monitoring Committee and Shelter Grievance Advisory Committee would be necessary if HSH staff were doing their jobs. They agreed that if staff were doing their jobs, then these committees would not be necessary. They also stated that these bodies are necessary because HSH is directed by the Mayor, so if the Mayor does not direct action, then the action does not occur. Chair Harrington asked Mr. Dufty for his thoughts on the staff recommendations for the homelessness bodies. Mr. Dufty supported keeping HOC and OCOH and acknowledged some commonality between the LHCB and the HOC.

Ms. Kittler began the Task Force's discussion on the homelessness bodies. She appreciated advocates participating in the Task Force's discussion and stated that any consolidation of bodies would aim to improve service delivery and increase accountability and coordination.

Homelessness Oversight Commission (HOC) and Local Homeless Coordinating Board (LHCB)

Vice Chair Bruss noted that HSH was created less than ten years ago and stated that HOC should have a holistic picture of the homelessness landscape to make decisions, from discussing OCOH fund plans to monitoring shelters. Ms. Mihal wondered whether OCOH fund oversight would have been assigned to HOC had it existed when the OCOH legislation passed, rather than creating a separate body. Ms. Mihal acknowledged the intersectionality of the issues at hand, stating that people experiencing homelessness receive services from multiple City departments.

The Task Force discussed the minimum membership requirements for the LHCB and noted that there is no specific number of service providers required. Ms. Bell stated that the LHCB serves as the City's Continuum of Care (CoC) body and that the federal Notice of Funding Opportunity for CoC funds

awards points based on representation reflective of the people providing services in that area. Chair Harrington asked if the LHCB's membership requirements limited its ability to be merged into HOC. Mr. Givner recommended that staff provide more research if the Task Force sought to maintain HOC as a governance body and assume the CoC role from LHCB to ensure federal requirements could be met. Staff noted that it would be easier to fulfill the CoC requirements with HOC as an advisory body rather than a governance body. Chair Harrington expressed hesitation in making HOC an advisory body because it would limit its decision-making authority. Ms. Hayward stated support for combining the LHCB into HOC if possible.

Vice Chair Bruss motioned to eliminate LHCB and keep HOC, partially aligned to the advisory committee template and fulfilling CoC requirements. She explained the template alignment details: no sunset date, no hiring/firing authority, no contract approval authority, and advisory budget authority. She requested staff investigate how many seats and which qualifications would need to be added to HOC to satisfy U.S. Dept. of Housing and Urban Development's requirements. Ms. Kittler seconded the motion. The motion passed 4-1 by voice vote with Chair Harrington voting in opposition.

Shelter Grievance Advisory Committee and Shelter Monitoring Committee

Ms. Hayward motioned to eliminate the Shelter Grievance Advisory Committee and the Shelter Monitoring Committee with the expectation that HOC should assume responsibility for the oversight. Ms. Mihal seconded the motion. Ms. Bell confirmed that HSH holds a contract to support shelter clients with grievances. She noted that the Shelter Grievance Advisory Committee reviews and discusses data quarterly. Ms. Bell also reported that shelter monitoring should occur through regular contract monitoring. The motion passed unanimously by voice vote.

Our City, Our Home (OCOH)

Ms. Hayward motioned to eliminate OCOH, citing that oversight and allocation of the fund are already restricted by law. Vice Chair Bruss seconded the motion. Ms. Mihal noted that OCOH's reporting work would need to be referred to HOC and the Health Commission to maintain oversight functions. Ms. Kittler stated HOC and the Health Commission already perform an oversight role during the normal budget process. The motion passed unanimously by voice vote.

8. Human Rights Bodies (Action Item) – to be heard no earlier than 5pm

Materials: [presentation](#) and [memo](#)

Ms. Alonso presented the staff recommendations for five bodies: Human Rights Commission, LGBTQI+ Advisory Committee, Commission on the Status of Women, Immigrant Rights Commission, and Family Violence Council. See the detailed staff recommendation for each body in the [Public Health and Wellbeing Bodies Memo](#).

She noted that in the most recent budget, the Mayor's Office proposed an agency model in which the Department on the Status of Women would be folded into the Human Rights Commission (department) with the intention to combine the departments pending voter approval of a Charter amendment.

Public comments were received from 28 speakers:

- Rebecca Jackson advocated to keep the Commission on the Status of Women (COSW) a governance body. She noted that making COSW an advisory body strips women of making decisions and limits them to providing their opinion.

- Diane Jones Lowrey, President of San Francisco COSW, advocated the Task Force to keep the COSW as a governance body in the Charter on behalf of the commission.
- Sarah Souza, Chair of the Immigrants Rights Commission (IRC), supported keeping the body, not adding the proposed three-year sunset date, and maintaining the membership qualifications to make sure that the body reflects the city's immigrant community with lived experience.
- Sofia Andary, a commissioner of the COSW speaking on her own behalf, advocated to keep COSW a governance body to maintain its community influence and power, to keep the body's hiring authority, and to not provide the Mayor neither sole commissioner appointment authority nor the ability to remove commissioners without cause.
- Kudrat Chaudhary, IRC Vice Chair, supported the staff recommendation to keep the body but disagreed with imposing a three-year sunset, emphasizing that the city's immigrant community deserves stability in this time of uncertainty with the federal government. She also advocated to keep the COSW as a governance body.
- Evan Sirchuck noted the significance of work the COSW has completed and advocated that it be kept as a governance commission.
- Kailin Chou, Director of Community Engagement at the Alliance for Girls, spoke on behalf of her organization. She expressed support for maintaining COSW as a governance body with hiring and firing authority and strong opposition to granting the Mayor power to remove commissioners without cause.
- Susan Anthony, a representative of Stanton International-Bay Area Club, advocated to keep COSW as a governance commission in the Charter.
- Beverly Upton, representative of San Francisco Domestic Violence Consortium and one of the original tri-chairs of the Family Violence Council, supported keeping the Family Violence Council. She appreciated the staff recommendation to keep COSW but advocated that it be maintained as a governance body in the Charter.
- Yu Pok "Jose" Ng, Immigrant Rights Commissioner, spoke on behalf of the Chinese for Affirmative Action and Language Access Network of San Francisco and urged the Task Force maintain the IRC without a sunset date. He advocated for the Task Force to strengthen the body given the federal government's policies towards immigrants.
- Annette Wong, Managing Director of Programs at Chinese for Affirmative Action (CAA), spoke on behalf of the CAA to urge the Task Force to maintain the IRC and not impose a sunset date.
- Celine Kennelly, Executive Director of the Irish Immigration Pastoral Center and member of the Immigrant Rights Commission, spoke on behalf of the IIPC. She expressed support to keep the IRC. She also clarified that the body advises the Board of Supervisors and Mayor's Office, not the Office of Civic Engagement and Immigrant Affairs.
- Alondra Esquivel Garcia, Co-President of the San Francisco Women's Political Committee, spoke on behalf of her organization and expressed support for COSW, Family Violence Council, and IRC. She advocated keeping COSW as is and noted opposition to giving the mayor sole authority over commissioner membership. She also advocated for the Task Force not to impose a sunset date on or change the membership qualifications for the IRC.
- Caryl Ito, former COSW commissioner, expressed support for COSW as a governance body in the Charter.
- Dr. Kathryn Kenley Johnshon, former COSW commissioner, advocated to keep COSW as is. She urged the Task Force to consider that their decision on COSW's fate could have ripple effects across the country since San Francisco's COSW is one of the largest in the country.

- Michaela Leonarte, former Commission on the Status of Women staff, supported keeping COSW as a governing body in the Charter.
- Karen Fleshman supported the COSW, IRC, and Family Violence Council. She advocated to keep COSW a governance commission and retain the body's hiring and firing authority and opposed granting the mayor sole commissioner appointing authority and at-will member removal authority.
- Zachary Frial, representative of SOMCAN, expressed support for the IRC to remain an independent body without a sunset date.
- Jennifer Viegas and Dr. Betty Sullivan, Co-Publishers of the San Francisco Bay Times, expressed support to keep COSW as is – particularly as a governance commission.
- Dr. Anne Moses, COSW Commissioner, strongly recommended COSW remain a governance commission and opposed granting the mayor sole commissioner removal authority.
- Mario Paz, IRC Commissioner, expressed support for the body.
- Dr. Raveena Rihal, COSW Commissioner, advocated to maintain COSW as a governance body with budget authority.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
It is astonishing that the Staff Memo recommendation for the LGBTQI+ Advisory Committee is listed as having a very NARROW focus of serving a relatively narrow demographic group (gay and lesbian folks), and recommended keeping it at a cost of just \$42,000 in part-time "soft costs," while at the same time the Staff Memo recommendation on the Dignity Fund O.A.C. body also has a very NARROW focus of serving a relatively narrow demographic group of elderly San Franciscans, and costs an almost-identical similar \$43,000 in part-time staff "soft costs," but recommended "combining or eliminating" the Dignity Fund O.A.C., and you in fact actually eliminated the Dignity Fund OAC.

In fact, there are significantly more San Franciscans who are elderly and disabled, than there are LGBTQI+ San Franciscans! Why keep one body, but eliminate the other body? It sends the message that this Streamlining Task Force is being prejudicially ageist.

- Evie Postmen Tier, member of Nuvea Esperanza Accompaniment Teams for Interfaith Movement for Human Integrity, opposed imposing a sunset date on the Immigrant Rights Commission and granting the mayor sole commissioner removal authority. She supported maintaining the body as is.
- A caller expressed support for all of the previous public comment provided and advocated that the Task Force make no changes to the bodies under consideration.
- Lauren Girardin spoke on behalf of the Women League of Voters of San Francisco. She expressed support to keep COSW as a Charter, governance body and opposition to diminish the body's independence or authority. She noted the organization's particular opposition to removing the body's hiring and firing authority and granting the mayor power to remove commissioners at will.
- Ashley Rojas, Policy Coordinator for Indigenous Justice, expressed support for keeping COSW as is.
- Sharon Johnson, former Executive Director of COSW, advocated to maintain an independent, chartered and governance body COSW.

Chair Harrington began the Task Force's discussion by remarking that the Task Force understands the significance of San Francisco's actions on the Human Rights bodies under consideration given the

public's concerns and ongoing federal policy shifts. Ms. Kittler stated that the Task Force should not impose sunset dates on any of the bodies under consideration, noting they act as hubs for community feedback. Ms. Kittler recommended that the Human Rights bodies should be advisory bodies because their purviews extend across departments and policy areas whereas governance bodies provide oversight of specific departments. She noted that IRC is already an advisory body and it effectively ensures that immigrant rights issues are considered across the City.

Ms. Mihal shared the Task Force's definition of an advisory body – to provide expertise and recommendations to the City – emphasizing its breadth of influence. She suggested the Task Force consider allowing COSW to keep its current name as a branding factor. Vice Chair Bruss agreed with Ms. Kittler's and Ms. Mihal's remarks that converting to advisory would not represent a diminishment of importance or stature. She stated that the Task Force should maintain the IRC's current seat qualifications. Ms. Hayward expressed support for advisory bodies as an effective method of public engagement with the City.

Chair Harrington stated that the Human Rights bodies hold powerful significance and expressed concern with changing bodies from governance in the Charter to advisory in the Code, especially given the current state of affairs and politics across the country.

Ms. Kittler asked staff to clarify why the LGBTQI+ Advisory Committee was designated borderline inactive. Ms. Alonso responded that the threshold for active status is at least four meetings in calendar year 2024, and the committee met only three times. She added that the body has a 24% vacancy rate, with six of 25 seats unfilled. However, according to the Human Rights Commission (department), the body's membership was recently reduced from 25 to 15, although it's unclear whether the change has been codified in the body's bylaws. In response to a question from Vice Chair Bruss about the committee's current status, Ms. Alonso confirmed that it is active, and the department finds it valuable.

Ms. Alonso also clarified that the Charter does not clearly distinguish which duties belong to the Human Rights Commission as a body versus the department, since both share the same name. She stated that staff recommend assigning specific duties to each entity to resolve this ambiguity.

Immigrant Rights Commission

Ms. Hayward motioned to keep the IRC as an advisory body, increase the term length from two to three years, add a four-term limit, and not impose a sunset date. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

LGBTQI+ Advisory Committee

The Task Force debated whether they should impose a sunset date on the LGBTQI+ Advisory Committee since the body met infrequently in 2024. Vice Chair Bruss motioned to set a maximum number of seats at 15, add three-year term lengths, add four-term limits, and no sunset date. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Human Rights Commission

Vice Chair Bruss motioned to move the Human Rights Commission from the Charter to the Administrative Code. Ms. Mihal seconded the motion. The motion passed 4-1 by voice vote with Chair Harrington in opposition. Vice Chair Bruss motioned to align the Human Rights Commission with the

advisory template by moving it from Charter to Code, reducing term lengths from four to three years, adding a four-term limit, and removing hiring/firing authority but not imposing a sunset date. The motion passed unanimously by voice vote.

Commission on the Status of Women

Ms. Kittler motioned moving the COSW from the Charter to the Administrative Code. Ms. Hayward seconded the motion. The motion passed 4-1 by voice vote with Chair Harrington in opposition. Ms. Kittler motioned to make the COSW advisory, increase the number of members to 11, have members serve at-will, add three-term limits, remove department oversight authority (hiring and firing, budget and contract approval), and not impose a sunset date. The number of seats was increased from 7 to 11 to align with the size of the Human Rights Commission and to strengthen the body's capacity to advocate for issues and provide policy advice. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote.

Family Violence Council

Ivy Lee, Director of the Mayor's Office for Victims' Rights (MOVR), told the Task Force that the Family Violence Council already has legislation drafted to reduce its membership from 28 to 15 seats while maintaining its public member tri-chair structure. Vice Chair Bruss motioned to keep the Family Violence Council, make the aforementioned membership changes, keep the 2027 sunset date, and add three-year term lengths and four-term limits. She directed staff to work with MOVR on revised seat qualifications. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

9. Community Health Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Ms. Alonso presented staff recommendations for four bodies: Health Commission, Behavioral Health Commission, Food Security Task Force, and Sugary Drinks Distributor Tax Advisory Committee. See the detailed staff recommendation for each body in the [Public Health and Wellbeing Bodies Memo](#).

Public comments were received from 17 speakers:

- Laura Urban, member of the Sugary Drinks Distributor Tax Advisory Committee (SDDTAC), on behalf of 36 individuals and organizations urged the Task Force to keep the SDDTAC.
- Omar Flores, Co-Chair of SDDTAC, urged the Task Force to keep SDDTAC.
- Jamey Schmidt, medical researcher, nutritionist and member of SDDTAC, advocated for the Task Force to keep SDDTAC.
- Dr. Linda Kuo, dentist and member of the SDDTAC, urged the Task Force to keep SDDTAC.
- Frances Abigail Cabrera, medical researcher and Co-Chair of the SDDTAC, urged the Task Force to keep the SDDTAC.
- Roberto Vargas, a medical researcher, expressed support for SDDTAC. He cautioned the Task Force not to weaken the SDDTAC since it could signal to sugary drink distributors that there may be an opportunity to repeal the tax entirely.
- Blake Young, representative of the American Heart Association, expressed support for the SDDTAC and advised the Task Force not to consolidate it with the Food Security Task Force.
- Anya Worley-Ziegmann of the People's Budget Coalition urged the Task Force to keep SDDTAC and suggested that they think of the body as the "health families commission." They urged the Task Force to keep SDDTAC to help ensure that the General Fund dollars generated by SDDTAC are allocated to healthy drink and food programs rather than backfilling other programs.

- Katie Jackson, Chief Nutrition Officer at Project Open Hand and member of the SDDTAC, expressed deep concern for eliminating or consolidating the SDDTAC. She overviewed the achievements of the SDDTAC, including strategizing how to improve school meals and reducing wait-times for home delivered meals.
- Zachary Frial, representative of SOMCAM, urged the Task Force to keep SDDTAC.
- Prasanthi Patel, a member of SDDTAC, voiced strong opposition to eliminating or consolidating SDDTAC into another body.
- Saeeda Hafiz, SFUSD member of SDDTAC, urged the Task Force to keep SDDTAC as long the tax imposed.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Because you kept the Police Commission in the City Charter under the premise it deals with “public safety” of all San Franciscans, I believe you should similarly keep the Health Commission in the City charter because it deals with the overarching “public health” of every San Franciscan. Public Health is part and parcel of “Public Safety”! Don’t move the Health Commission to the Admin Code, sending a signal the Streamlining Task is implementing DOGE-style destruction, just as Trump and Bobby Kennedy, Jr. are dismantling the CDC.

City Charter §4.110 on the Health Commission contains a mere 125 words, taking up just five lines of text. It cannot be worth taking just 125 words out of the Charter to move to the Admin Code. That’s a pretextual scam!

Chair Harrington previously stated the only way to ensure a governance body remains a governance body, is to keep it in the Charter!

- Cissie Bonini, Executive Director of Vouchers 4 Veggies at UCSF and member of the Food Security Task Force (FSTF), spoke on behalf of the FSTF in support of retaining the body. She noted that no department is responsible for food security in San Francisco. She also stated the FSTF should not be consolidated into the Human Services Commission.
- Melinda Burrus, member of SDDTAC, urged the Task Force not to consolidate SDDTAC into FSTF or disband the body so department staff could take on the body’s work. She expressed concern that City staff and the Mayor’s Office staff are not culturally competent enough nor well connected enough in the impacted communities to adequately take on the body’s work.
- Melissa Akers, Associate Director of Vouchers 4 Veggies at UCSF, urged the Task Force to keep FSTF.
- Alex Raffanti, Policy & Advocacy Manager at San Francisco-Marin Food Bank, urged the Task Force to keep FSTF on behalf of the San Francisco-Marin Food Bank. She noted that FSTF’s focus on alleviating food insecurity is especially needed given federal policy changes.

Chair Harrington began the Task Force’s discussion by sharing his experience working with children’s health advocates in the 2010s to pass sugary drinks distributor taxes in San Francisco and neighboring cities. He explained that, in response, the soda industry lobbied the State of California to prohibit local governments from adopting similar taxes. The State enacted a ban and threatened to withhold sales tax revenue from jurisdictions that imposed such taxes. However, in 2023, a state appeals court ruled that withholding sales tax revenue in this manner would be unconstitutional. A new sugary drink distributor tax adopted by the City of Santa Cruz is now expected to face legal challenges under the state’s ban. Chair Harrington cautioned the Task Force against eliminating the SDDTAC, warning that doing so

could reinforce the soda industry's anti-tax narrative and discourage other jurisdictions from pursuing similar public health measures.

Ms. Hayward clarified that the money generated by the "soda tax" flows directly into the General Fund rather than a special fund. Ms. Alonso confirmed her understanding was correct. Ms. Hayward noted that the City budget is under stress and understood SDDTAC advocates' concern that the funds generated from the tax could be allocated to other programs.

Vice Chair Bruss supported keeping the SDDTAC as a distinct body since the tax revenue goes directly into the General Fund without specific allocation rules and no other body has a similar enough purview. She stated that the FSTF could be eliminated while the Health Commission should be preserved in the Charter as a governance body and aligned with the governance template since it oversees the Department of Public Health and large medical facilities. She supported applying 12-year cumulative term limits for Health commissioners. She also supported aligning the Behavioral Health Commission with the advisory template as much as possible.

Ms. Kittler expressed appreciation for the SDDTAC advocates and their recommendations on how the tax revenue should be spent. She noted their advocacy has encouraged the City to partner with and fund different organizations.

Sugary Drinks Distributor Tax Advisory

Ms. Hayward motioned to keep SDDTAC with 16 seats, establish three-year terms with a four-term limit, remove the sunset date, and add language stating that the body should continue to exist as long as the tax remains in place. She also proposed removing the Administrative Code language assigning administrative and clerical support responsibilities to the City Administrator's and Controller's Offices, and instead designating the Department of Public Health to reflect current practice. Ms. Kittler asked whether advisory bodies created by voters could be amended in the future without requiring voter approval. The Task Force agreed that such bodies should be amendable without returning to the ballot and directed staff to include any necessary language to ensure that flexibility. The motion passed unanimously by voice vote.

Food Security Task Force

Ms. Hayward expressed her preference to eliminate FSTF, noting that during the pandemic, the City created an in-house unit focused on food security that could assume the FSTF's responsibilities. Vice Chair Bruss motioned to eliminate FSTF. Ms. Hayward seconded the motion. Ms. Kittler requested staff to confirm whether the Human Services Commission currently addresses food security issues. The motion passed unanimously by voice vote.

Health Commission and Behavioral Health Commission

Ms. Kittler motioned to keep the Health Commission as a governance body in the Charter aligned to the governance template and to keep the Behavioral Health Commission as an advisory body in the Administrative Code without a sunset date and with at-will member removal and a new name to be determined at a future meeting. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

10. Future Agenda Topics (Discussion Item)

Ms. Alonso stated that the final set of staff recommendations for General Administration and Finance bodies would be shared at the next Task Force meeting scheduled for November 5, 2025.

Public comment was received from one speaker:

- Charlie Bodkin suggested the Task Force to secure SFGovTV coverage to broadcast the meetings. He urged the Task Force to ask their appointing bodies for funding for SFGovTV coverage.

11. General Public Comment

Chair Harrington opened the floor for general public comment on matters within the Task Force's purview but not on the day's agenda.

Public comment was received from one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
It's disturbing that between your 9/3/2025 meeting on "Public Safety Bodies" and your 10/1/2025 meeting, that despite the Staff Recommendations about keeping, eliminating, or **COMBINING** bodies, your "*Decision Log*" hasn't reported yet even one body that was "*combined*" with either another body, or combined by handing off their functions to a City Department. The failure to accurately report in the "*Decision Log*" which bodies are actually combined, and how combined, does a disservice to preserving the historical record of your deliberations.

I strongly urge this Task Force to require the City Administrator's support staff to go back and update the "*Decision Log*" to accurately list in the "*Score Card*" section of bodies heard by date in the "*Decision Log*" (starting on page 14, 10/2/2025), which bodies were actually "*combined*." Currently, the "*Score Card*" section essentially only reports binary choices of "*kept*" vs. "*eliminated*," (although there were two "*No Recommendations*"). That's misleading.

Chair Harrington and Ms. Alonso requested members of the public to share with staff any errors they believe are in the Decision Log.

12. Adjournment

Chair Harrington adjourned the meeting at 10:24 pm.

Minutes prepared by Hannah Kohanzadeh, Principal Project Analyst and Chelsea Hall, Senior Project Analyst.



Approved Minutes

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

Daniel Lurie
Mayor

Wednesday, November 5, 2025
1:00 pm

City Hall, Room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/3hcwkdcp> and password PropE. Members of the public may use email address CommissionStreamlining@sfgov.org to join the WebEx meeting if needed. To join by phone, dial 415-655-0001 and enter access code (webinar ID) 2664 365 2923 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 1:01 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 roll. With five members present, a quorum was established.

3. Announcements (Informational Item)

The meeting was held in hybrid format, with participation available both in person and via WebEx. Technical instructions for public participation via WebEx were provided.

4. Approve Minutes – October 15, 2025 meeting (Action Item)

No public comment was received.

Sophie Hayward motioned to approve the October 15, 2025 minutes as drafted by staff. The motion was seconded by Sophia Kittler and passed unanimously by voice vote.

5. General City Administration (Action Item)

Materials: [presentation](#) and [memo](#)

After confirming that remote participants could hear her presentation despite not being able to hear previous Task Force discussion, Project Director Rachel Alonso proceeded presenting recommendations for nine bodies: State Legislation Committee, Committee on Information Technology (COIT), Assessment Appeals Board (AAB), Law Library Board of Trustees, City Hall Preservation Advisory Committee, Commission on Animal Control and Welfare, Refuse Rate Board, Sweat Free Procurement Advisory Group (SPAG), and Commission Streamlining Task Force. See the detailed staff recommendation for each body in the [General Administration and Finance Bodies Memo](#).

Public comment was received by 26 speakers while staff addressed technical issues with remote access:

- Jill Rowe, President of the Law Library Board of Trustees (LLBT), advocated against eliminating the LLBT. Ms. Rowe noted that the staff recommendation could impact the Law Library funding mechanisms.
- Diane Rodriguez, Director of the Law Library, spoke in support of the LLBT. Ms. Rodriguez noted that the San Francisco Law Library was the first established in the state and the other law libraries in California are modeled after it. Ms. Rodriguez stated that thousands of members of the public use the Law Library to research their own defense.
- Andrea Woods, Asst. Director of the Law Library, spoke in support of the LLBT and shared the benefits of the numerous free resources offered at the Law Library.
- Lester spoke in support of SPAG.
- Julie Fisher, member of SPAG, spoke in support of keeping SPAG as is.
- Mike Casey, President of the San Francisco Labor Council and organizer with Unite Here, spoke in support of SPAG.
- Sallie Stevens, former Chair of the Commission on Animal Control and Welfare (CACW), spoke in support of the Commission on Animal Control and Welfare, noting the work the body has done to ensure the voices of animal rights advocates are heard in the City.
- Adam Wood, delegate to the San Francisco Labor Council from the Firefighters Union, spoke in support of SPAG. Mr. Wood noted concerns that it is becoming more difficult to identify where a garment has come from and to ensure it was made in a safe and humane facility and that as tariffs make it more expensive to produce garments, producers may look to cut corners wherever possible.
- Curtis Lamore, organizer for SEIU 2015, spoke in support of SPAG and noted that the Board of Supervisors already decided to keep the body.
- David Emanuel spoke in support of the CACW. Mr. Emanuel noted the volume of public correspondence in support of the body. He also stated the Commission took a leadership role in addressing the recent San Francisco Zoo challenges.
- Michael Angelo Torres, Chair of the Commission on Animal Control and Welfare, spoke in support of the CACW. Mr. Torres noted the Commission performs different functions than the department of Animal Control and Welfare.
- Marie Collins, runs a cat rescue organization in San Francisco, spoke in support of CACW. Ms. Collins noted that the Commission provides a forum for public engagement that the Department of Animal Care and Control does not provide.

- Elpha Branit, former Animal Control and Welfare volunteer, spoke in support of CACW.
- Nadine Nay, a native San Franciscan, spoke in support of the LLBT, SPAG, and CACW.
- Alexandra “Sasha” Porshnikoff, student representative of the USF Animal Legal Defense Fund, spoke in support of CACW. She noted CACW takes initiative to lead discussion on interagency policies regarding animals.
- Patricia Briggs, a 64 year resident of the City, spoke in support of CACW.
- Irina Ozernoy, Vice Chair of the Commission on Animal Control and Welfare, spoke in support of CACW. Ms. Ozernoy noted the Commissioners and volunteers are unpaid and put in many hours of work that the Department of Animal Care and Control could not absorb.
- Art Crisico spoke in support of SPAG. He noted that SPAG reflects the City’s awakening to the importance of fair trade and a commitment to respect people globally.
- Kristin Hardy, SEIU 1021 Regional Vice President, spoke in support SPAG and noted that the Board of Supervisors already approved keeping the body. Ms. Hardy also expressed support for CACW and the LLBT.
- Kim Tavaglione, Executive Director of the San Francisco Labor Council, expressed dismay in the lack of public engagement in the Task Force’s process. She spoke in support of SPAG.
- Evelyn Correal, on the executive board of SEIU 1021, spoke in support of SPAG and noted that uniforms protect employees from germs and the harmful environments their work puts them in.
- Calvin Yen, Legislative Aide to Sup. Chan, read a letter on her behalf to the Task Force in support of SPAG. The letter noted that the Task Force previously deferred action on SPAG to await the Board of Supervisors’ action on the body and that the Board of Supervisors passed legislation to keep SPAG.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
 - The Staff recommendation memo acknowledges on page 70 that this Commission Streamlining Task Force does not align with three of you “Advisory Committee” template components, including not in alignment with the term length, term limits, and establishing authority requirements you have been forcing all other “*advisory bodies*” to “*align*” with. ***Are we to believe that your medicine for others isn’t good enough medicine for yourselves?***

In the event your own Task Force evades actually being sunsetted, you should set term lengths and term limits now, such that the Streamlining Task Force members will **not** serve longer than your standard 12-year maximum length of service if this body is extended. ***Do this while the iron is hot.***

There’s no valid reason to **not** move this Task Force into the Administrative Code, particularly since you are not a governance commission in need of City Charter protections. Fully align with your own template!

- Brenda Barrows, SEIU 1021 member and employee of Zuckerberg San Francisco General Hospital, advocated to keep all bodies as they are.
- Claudia Vetesi, Trustee of the Law Library Board of Trustees, expressed support for keeping the LLBT in the Charter.
- Bill Hale expressed support for the CACW. He noted the body provides the City with a fair and balanced forum to discuss animal control and welfare policy.

During public comment, Chair Harrington noted that Chief Assistant City Attorney Jon Givner held a different interpretation of the impacts of the staff recommendations on the LLB Board. Mr. Givner and Ms. Rowe agreed to discuss the details together. The Task Force corrected the Webex technical difficulties during the public comment period.

State Legislation Committee (SLC)

Despite her belief that staff working groups should not be codified, Vice Chair Bruss was willing to retain SLC in the Administrative Code given its role coordinating across departments to put forth a unified City position on state policy proposals. Ms. Kittler asked Mr. Givner whether or how the City could advance coordinated policy positions if SLC were removed from code. Mr. Givner explained that the Mayor would have the discretion to take positions on policy unless directed otherwise by the Board of Supervisors.

Vice Chair Bruss motioned to keep the SLC and apply the staff recommendations – including applying neither a sunset date nor term lengths or limits, since the body is made up of City staff. Ms. Kittler seconded the motion. The motion passed unanimously by voice vote.

Committee on Information Technology (COIT)

Vice Chair Bruss motioned to keep COIT. Ms. Hayward seconded the motion. The motion passed unanimously by voice vote. Later in the meeting, Ms. Kittler asked to revisit at a later date whether the two public seats were necessary.

Assessment Appeals Board (AAB)

Chair Harrington asked about the number of members on the AAB. Alistair Gibson, AAB Administrator, provided a brief overview of the board structure and noted that each of the three boards is allowed to have up to eight seats, with five alternates and three regular members. Mr. Gibson stated that 18 of the 24 allowed seats are filled and noted that the AAB is working to fill the vacant seats. Ms. Kittler questioned if AAB members can be reappointed. Mr. Gibson affirmed that members can be reappointed, though they may not want to be. Chair Harrington noted that the volume of work is demanding.

Ms. Kittler motioned to keep the AAB as is. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Law Library Board of Trustees (LLB Board)

Chair Harrington asked Mr. Givner for legal input. Mr. Givner shared that he had spoken with LLBT President Jill Rowe, and they agreed the Board is not legally required to be in the Charter. However, they plan to continue discussions before the Task Force makes final decisions. He clarified that while the Task Force may recommend removing the Board of Trustees from the Charter, it does not have authority to eliminate the Law Library or its funding, and such matters would need to be taken up with the Board of Supervisors.

Chair Harrington asked whether state law requires a law library and a board of trustees. Mr. Givner confirmed that it does. Chair Harrington clarified that the City must retain a LLBT, but the question before the Task Force is whether it should remain in the Charter. Mr. Givner responded that because LLBT is required by state law, it can continue to exist without being codified locally.

Ms. Mihal asked if there were other examples of state-required bodies and how the Task Force addressed their establishing authority. Ms. Alonso noted that all other bodies the Task Force had discussed were local bodies required to be operated by cities or counties, whereas the LLBT is a state body that is not operated by the City.

Ms. Kittler motioned to remove the LLBT from the Charter. Vice Chair Bruss seconded the motion. The motion passed unanimously by voice vote.

City Hall Preservation Advisory Committee (CHPAC)

Ms. Hayward noted City Hall's beauty and appreciated the work of CHPAC. She stated that currently the Historic Preservation Commission (HPC) sufficiently tends to City Hall's preservation and noted the Task Force's decision to maintain HPC in the Charter. Chair Harrington acknowledged the tremendous amount of work CHPAC did for City Hall after the 1989 Loma Prieta earthquake and noted that the need for the body has lessened over time. Ms. Hayward motioned to eliminate CHAPC. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Commission on Animal Control and Welfare (CACW)

Chair Harrington noted that the Task Force received more public comment about CACW than any other body. He stated his preference to keep CACW since the Department of Animal Care and Control (ACC) is not set up to receive public comment or engage on policy. He also noted that the body costs virtually no money and that there is a passionate and engaged constituency. Vice Chair Bruss noted that many departments and bodies intersect with animal care so CACW is not the only forum to raise concerns about the topic. She questioned whether every issue requires a dedicated public body.

Ms. Hayward agreed with Vice Chair Bruss and highlighted the public comment noting that CACW acts as place for policy dialogue, such as the no-kill shelter policy. She acknowledged that animal issues can be addressed through other venues, including the Board of Supervisors, and suggested that if CACW is retained, it should follow the advisory committee template.

Chair Harrington asked for clarification on the seat qualifications revision recommendation. Ms. Alonso stated that the veterinarian seat would be desirable rather than mandatory. Chair Harrington acknowledged that CACW is one of the few bodies that publishes a regular quarterly report – and without any City staff – which he found impressive. Ms. Mihal recommended that the Task Force consider changing CACW's name.

Ms. Kittler raised concerns about voting consistency, noting that the Task Force has eliminated other single-issue bodies. Chair Harrington agreed that most retained advisory bodies provide general input to departments but noted that some, like the Youth Commission, advise the Mayor and Board directly. Ms. Mihal added that advisory bodies are meant to provide expert community input on specific topics, not necessarily tied to a single department. Ms. Kittler questioned whether CACW serves as a forum for constructive feedback or primarily critiques City policy. Ms. Hayward noted that CACW highlights cross-departmental issues that might otherwise be overlooked.

Chair Harrington moved to keep CACW, change its name, align the body with the advisory template, alter the seat qualifications to make it desirable to have a veterinarian, and to modify the quarterly reporting requirement. Ms. Mihal seconded the motion. The motion unanimously passed by voice vote.

Refuse Rate Board (RRB)

Vice Chair Bruss recommended keeping the relatively new body as is and supported staff's proposal to add term lengths corresponding to a single rate-setting cycle and adding a three-term limit for the public member.

Chair Harrington stated that rate-setting cycles are irregular and suggested using fixed year terms instead. Jay Liao, Refuse Rate Administrator, confirmed that rate periods typically span two to five years and may be reopened. He emphasized the importance of member continuity due to the technical nature of the work and offered to provide a recommendation on appropriate term length. Chair Harrington and Vice Chair Bruss supported a four-year term length with a three-term limit.

Vice Chair Bruss motioned to keep RRB, move it from the Health to the Administrative Code, keep three members, keep the three-way split appointment structure, add a four-year term length, and add a three-term limit for the public member. Ms. Kittler seconded the motion. The motion passed unanimously by voice vote.

Sweatfree Procurement Advisory Group (SPAG)

Chair Harrington thanked Supervisor Connie Chan for submitting a letter and clarified that the Task Force had deferred action on SPAG pending Board of Supervisors legislation. Ms. Alonso explained that while the original draft of President Mandelman's procurement legislation would have eliminated SPAG, the final version did not. Because SPAG has no sunset date, it remains in effect unless repealed by future action.

Ms. Mihal stated that SPAG must be evaluated under Proposition E and that staff applied the advisory template to assess whether its work remains necessary. She noted that SPAG helped implement the policy requiring the City to procure uniforms from sweatfree facilities, and that those standards are currently being met.

Ms. Hayward acknowledged SPAG's role in making San Francisco a leader in ethical procurement and clarified that the Sweatfree Ordinance remains in effect. She confirmed that staff at the Office of Labor Standards Enforcement and the Office of Contract Administration are committed to enforcing sweatfree standards.

Vice Chair Bruss supported retaining SPAG, noting the Board of Supervisors had recently voted to preserve the body and encouraging the Mayor and Board of Supervisors to fill vacancies. Ms. Kittler asked about the reason for SPAG's designation as borderline inactive. Ms. Alonso confirmed that the body was considered borderline inactive due to its vacancy rate and meeting frequency. Ms. Kittler noted that if the Board of Supervisors has not appointed more members to the body, their vote to continue the body's existence seems like an insincere commitment.

Chair Harrington motioned to keep SPAG. Ms. Mihal seconded the motion. The motion passed with two votes in opposition (Ms. Kittler and Ms. Hayward).

Chair Harrington motioned to adopt staff recommendations to align the body with the advisory template. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Commission Streamlining Task Force (CSTF)

Chair Harrington noted that the Task must consider its own future and acknowledged there were no staff-recommended changes, as the body is set to sunset in January 2027. Ms. Alonso and Ms. Mihal confirmed that the sunset date is in the Charter, and any extension would require voter approval in November 2026.

Ms. Kittler suggested considering a recurring version of CSTF to periodically review public bodies, especially inactive ones. She requested that staff explore how often the body might reconvene and recommended placing any future version in the Administrative Code rather than the Charter. Ms. Hayward asked whether other jurisdictions conduct similar reviews. Chair Harrington noted that SPUR will soon release a report recommending cyclical Charter reviews and suggested the Task Force include a similar recommendation.

Ms. Mihal supported the idea of periodic review but expressed caution about extending CTSF in its current form. She favored including the concept in the final report, with implementation details to be determined later. Vice Chair Bruss was open to further discussion at a future meeting and noted that any Administrative Code change could happen later and need not be decided now.

Ms. Kittler asked what special powers CSTF holds under the Charter. Ms. Alonso explained that CSTF can introduce ordinances that automatically take effect unless vetoed by a supermajority of the Board of Supervisors. If the body were moved to the Administrative Code, it could not retain such power.

Vice Chair Bruss requested deferring the decision to allow staff time to research models from other jurisdictions, determine an appropriate review frequency, and draft possible language. The Task Force agreed to defer action.

6. Public Integrity Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Ms. Alonso presented the staff recommendations for two bodies: the Ethics Commission and Sunshine Ordinance Task Force. See the detailed staff recommendation for each body in the [General Administration and Finance Bodies Memo](#). Chair Harrington requested clarification on how the Ethics Commission's ability to place measures on the ballot might be modified; Ms. Alonso stated that it could be eliminated entirely.

Public comment was received by 10 speakers:

- Matthew Latakey, an advocate for government transparency and public record laws, thanked the Task Force and staff for their work on this process. Mr. Latakey expressed opposition to adding a three-year sunset date to the Sunshine Ordinance Task Force (SOTF).
- Lila LaHood, Executive Director of the San Francisco Public Press, spoke as a member of SOTF and the Chair of the Compliance and Amendments Committee of SOTF. Ms. LaHood spoke in favor of SOTF. She called out the public correspondence submitted by SOTF Chair Matthew Yankee, raising that SOTF took issue with the notion to make SOTF an advisory body and to add a sunset date.
- Richard Knee, former SOTF member and journalist, spoke in favor of SOTF. Mr. Knee opposed making SOTF an advisory body and changing the membership qualification requirements.

- Jennifer Esteen, a nurse employed by the City for over 15 years, spoke in favor of keeping SOTF as it is.
- Patrick Ford, Executive Director of the Ethics Commission, thanked the Task Force and staff for their work on this process. Mr. Ford requested the Task Force not make the Ethics Commissioners serve at will for fear of disrupting their independence if they hear cases regarding their appointing authority. He also spoke in favor of retaining the body's ability to place measures directly on the ballot.
- Patrick Monette- Shaw provided comment and submitted the following written summary: This Task Force shouldn't eliminate the Ethics Commission's ability to place measures on the ballot for voters to consider. It's an important tool for voters to enact reform laws without interference by City Hall and the Board of Supervisors!

Voters deserve to retain their right to recall elected officials, **AND** appointees those elected officials appoint to Boards and Commissions!

You should grant an exception for removal of Ethics Commission members by retaining "*for-cause only*" removal as you have for other bodies, expand their term limits, and retain the Commission's current ability to place measures directly onto the ballot.

Don't apply "*Advisory Committee*" template component criteria to SOTF, a Regulatory body! As you have for other bodies the Streamlining Task Force has granted, you should allow the SOTF to keep their seat-level membership qualifications.

- Brenda Barrows spoke in favor of retaining the Ethics Commission and SOTF. Ms. Barrows noted that all government operations should be accessible to the public.
- Laura Stein, current SOTF member, spoke in favor of the SOTF noting that the body is the correct body to handle the Sunshine Ordinance implementation. Ms. Stein also expressed an openness to expanding the membership requirements.
- Sheryl Lorkin, SEIU 1021 member, opposed the staff recommendations to the Ethics Commissions. She stated the City should be strengthening ethics oversight rather than tarnishing it.
- Matthew Yankee, Chair of SOTF, reiterated his comments submitted to the Task Force as public correspondence. Mr. Yankee opposed adding a sunset date to the body and make the body an advisory body. He also encouraged the Task Force to have better consistency when placing term lengths and term limits on bodies in general.

Chair Harrington asked Ms. LaHood for her opinion on changing SOTF's seat-specific qualifications to general qualifications applicable to the full body. Ms. LaHood responded that she was neutral on the change but emphasized that the qualifications are important. Chair Harrington then asked Mr. Yankee for his perspective. Mr. Yankee stated that the current seat-specific qualifications have not posed a challenge in recruiting members and noted that the only current vacancy is for the seat with the least restrictive requirements.

Ethics Commission

Ms. Kittler stated her general agreement with many of the public commenters that the Ethics Commission should be as insulated from political influence as possible so at will removal of commissioners would be problematic. However, she disagreed that the Ethics Commission should be

able to place measures directly on the ballot and wondered how other jurisdictions handled the matter. Ms. Alonso responded that staff could research and share findings at a future meeting.

Ms. Mihal asked whether only the Mayor and Board of Supervisors can submit ballot measures or whether departments may do so directly. Mr. Givner clarified that only the Mayor and the Board of Supervisors can formally submit measures, though departments commonly work with them to do so. Ms. Mihal noted that the Ethics Commission can place measures directly on the ballot without Board of Supervisors review, which limits opportunities for public scrutiny.

She also confirmed with staff that the Ethics Commission consists of five members, each appointed by a different elected official, and that commissioners may only be removed only for official misconduct or through a voter recall. Chair Ed Harrington asked about the removal process. Mr. Givner explained that an appointing authority initiates the process by filing written charges, which suspends the commissioner. The Ethics Commission then holds an evidentiary hearing, after which the Board of Supervisors may remove a commissioner with a 9-vote supermajority.

Ms. Mihal raised concerns about the circularity of the process: Ethics commissioners are appointed by an elected official, difficult to remove, empowered to place measures on the ballot, and responsible for appointing their department head. She questioned whether any elements of this structure should be adjusted and voiced opposition to the Commission's ability to place measures directly on the ballot without broader public review.

Vice Chair Bruss acknowledged the importance of preserving the Commission's independence but echoed concerns about the high thresholds for removal, noting that the official misconduct standard can make it difficult to remove commissioners even when it is clear that they are unfit to serve. She expressed discomfort with the Ethics Commission being responsible for overseeing its own removal hearings and requested assistance from Mr. Ford in exploring alternative removal mechanisms. She also supported requiring Ethics Commission ballot measures to go through the Board of Supervisors for broader engagement.

Chair Harrington agreed that commissioners should not serve at will and noted that their independence of shields appointing authorities from political pressure. However, he expressed concern that the public tends to trust Ethics Commission ballot measures without fully understanding them, and supported efforts to increase public engagement in the process.

Ms. Hayward thanked staff for their recommendation and acknowledged the difficulty of applying a template-based approach to a unique body like the Ethics Commission. She supported maintaining its independence and, while skeptical that allowing at-will removal would lead to abuse due to the diversity of appointing authorities, still favored a high bar for removal. She shared concern about the Commission overseeing its own misconduct process and noted that a recent ballot measure introduced by the Commission lacked early input from City staff input, creating implementation challenges after voter approval.

Vice Chair Bruss recommended deferring decisions on the Ethics Commission until staff could conduct further research. Ms. Alonso confirmed that findings would be presented at a meeting in December.

Sunshine Ordinance Task Force (SOTF)

Ms. Alonso clarified that staff did not recommend making SOTF an advisory body, despite using the advisory template to suggest structural changes. She confirmed that no recommendations would alter SOTF's existing powers or functions.

Vice Chair Bruss emphasized SOTF's important role and opposed combining it with the Ethics Commission, as considered but not recommended by staff. She expressed concern that current seat-specific qualifications and external nominations requirements limit the pool of candidates. She recommended removing nominations, making qualifications desirable at the body level, and adopting cumulative term limits. Ms. Mihal asked whether removing nominations would increase workload for the Board of Supervisors, and Vice Chair Bruss responded that vacancies would be filled through the usual Rules Committee process. Ms. Kittler supported term limits but did not believe a sunset date was necessary. Chair Harrington agreed.

Vice Chair Bruss moved to keep SOTF, remove external nominations, apply qualifications at the body level, set a six-term limit, and not add a sunset date. Ms. Kittler seconded the motion. The motion passed unanimously by voice vote.

7. City Employment and Benefits Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Ms. Alonso presented the staff recommendations for five bodies: Civil Service Commission, Special Strike Committee, Health Services Board, Retirement Board, and Retiree Health Care Trust Fund Board. See the detailed staff recommendation for each body in the [General Administration and Finance Bodies Memo](#).

Public comment was received by 19 speakers:

- Kate Favetti, President of the Civil Services Commission (CSC), spoke on behalf of the body. She advocated for the CSC to remain in the Charter and for the oath to be kept. She opposed changing commission appointments to be at will because it would run counter to the Charter's goal to have checks and balances and commissioner independence. She also opposed removing CSC's ability to nominate candidates for the Director of Human Resources, citing that it would open the position up to political interference. Ms. Favetti supported staff recommendations regarding Charter Sec. 4.101(c), implementing six-year terms and the ability to fire the Human Resources Director with a supermajority.
- Adam Wood, the most recent appointment to CSC, echoed Ms. Favetti's comments. He noted the importance of listening to and being receptive to public comment altering his voting decision which could be negatively impacted if serving at will. He raised concerns that the cumulative effect of the staff recommendations would adversely impact the body's ability to serve as a meaningful check and balance in City government.
- Sandra Eng, Executive Officer of CSC with over 20 years of service to the body, advocated for the CSC to retain its oath of independence. Ms. Eng stated CSC was created by the voters.
- Adrienne Mao, City employee and member of IFPTE Local 21, spoke on her own behalf. She advocated for the CSC. She opposed staff recommendations to make commissioners serve at will and to increase the mayor's authority. She noted the importance of CSC to be able to support the City's employees. She supported CSC's ability to provide input on hiring the Director of Human Resources and to retain the commissioners' oath.

- Felix Carballo, City employee and IFTPE Local 21 Chapter President, voiced opposition to the staff recommended changes citing that they open opportunities for political interference.
- Kristin Hardy, Regional Vice President for SEIU 1021, native San Franciscan, and Dept. of Public Health employee, spoke in favor of retaining the CSC's commissioner oath. She opposed the recommendation to remove the seats designated for women.
- Jennifer Esteen, a nurse employed by the City, opposed the staff recommendation to remove the designated seats for women on CSC. Ms. Esteen supported retaining the CSC commissioner oath. She also supported the CSC's role in nominating the Director of Human Resources.
- David Kenam, representative of SEIU 1021, supported Ms. Favetti's comments. He noted the timing of the Task Force's deliberation was poor given that the federal administration is dismantling many merit-based processes. He strongly opposed the removing the designated seats for women.
- Merric Fittrow, a Human Resources Agency employee, was struck that the City may be undergoing similar changes to those he saw in the southern legislative bodies he used to work at. He expressed alarm at changing commissioner service to be at will for the CSC.
- Jessie Stinton, SEIU 1021 member and a Human Resources Agency employee, spoke in favor of the CSC and echoed Ms. Favetti's comments.
- A speaker spoke in favor of retaining the CSC commissioner oath.
- Kim Tavaglione, Executive Director of the San Francisco Labor Council, stated that the CSC staff recommendation was low quality. Ms. Tavaglione stressed the importance of the CSC in maintaining the City's merit-based workforce.
- Joe Duncan, nurse at the Dept. of Public Health, cited concerns about increasing political interference by adopting the staff recommendations for the CSC. He opposed removing the designated seats for women on CSC.
- Jegy Sering, staff of SEIU 1021, opposed removing authority for the CSC to recommend candidates for the Director of Human Services. He also opposed making the commissioners serve at will and removing the designated seats for women.
- A speaker urged the Task Force not to make CSC commissioners serve at will.
- Brenda Barrows, a City employee for over 40 years, expressed support for CSC as is. Rather than curtailing some of CSC's powers, she advocated for the CSC's powers to be expanded. She noted the CSC supports Black and other minority City employees. She expressed concerns that some of the actions the City is taking have the same end results of those taken by the federal administration.
- Patrick Monette- Shaw provided comment and submitted the following written summary:
In your rush to "*streamline*" the City Charter, why is this Streamlining Task Force debating whether to keep 1,656 unlawful words about the so-called "*Strike Committee*" in the City Charter? California's Public Employment Relations Board (PERB) determined City Charter §A8.346 is unlawful, and ordered the City and County of San Francisco to cease and desist from maintaining and enforcing it.

Completely remove the Strike Committee from the Charter!

It's unacceptable making Health Service Board member qualifications "*desirable*" rather than mandatory.

For San Francisco Employees' Retirement Board, you shouldn't decide how to remove the three Board members elected by City employees/retirees if they engage in "*serious misconduct*" unless you decide how the Mayor's three appointees and Board of Supervisors one appointee, (a sitting Supervisor), will be removed for similar "*serious misconduct*."

City retirees and employees demand you make **no** changes to either the Health Services Board or to the Retirement Board!

- Sheryl Thornton, a Dept. of Public Health employee, expressed support for CSC and advocated for the City to strengthen rather than weaken the body.
- Naj Daniels supported Ms. Favetti's and Mr. Wood's comments regarding CSC and thanked them for their service for the body.

During public comment, Chair Harrington asked Ms. Favetti why, unlike other positions the Mayor nominates and Board of Supervisors approves (the Controller and City Administrator), the Mayor must select the Director of Human Resources from a list of candidates rather than appoint freely. Ms. Favetti explained that a rule dating back to 1900 requires the Director of Human Resources to be qualified to uphold the merit system and prevent political interference. She clarified that the CSC does not appoint the Director but provides a list of qualified candidates for the Mayor to nominate. Although the selection process occurs in closed session, she noted it includes opportunities for public comment, promoting transparency and engagement.

Civil Service Commission (CSC)

Chair Harrington expressed strong support for the CSC and the merit-based civil service system. He agreed with public commenters that CSC commissioners should not serve at will and saw no reason to remove the oath requirement. He supported adding term limits and asked Ms. Favetti whether a two-term limit was appropriate. Ms. Favetti agreed and suggested including language to allow limited term extensions, such as six months, in cases where multiple terms expire simultaneously and it could be difficult to meet quorum.

Chair Harrington also asked about CSC's ability to hold meetings outside normal business hours. Ms. Favetti confirmed that the Commission has discretion to do so in response to public requests. She further noted that while the requirement to include two women on the commission has been valuable, it is superseded by broader diversity requirements in Charter Section 4.101(c).

Ms. Mihal observed that for other bodies where members serve at will, shorter term lengths have typically been applied. If CSC members are not at-will, she was uncertain whether a "for cause" or official misconduct removal standard would be more appropriate. She confirmed that only the Controller, City Administrator, Director of Human Resources, and the Director of the Department of Police Accountability require Board of Supervisors confirmation.

Vice Chair Bruss agreed with Chair Harrington and thanked Ms. Favetti for her active participation. She supported applying a 12-year cumulative term limit and acknowledged the need to address term expiration timing. She moved to adopt a two-term limit and to remove the seat-specific requirement for two women, relying instead on existing Charter provisions promoting diversity. Chair Harrington seconded the motion. The vote passed unanimously by voice vote.

The Task Force took a brief recess.

Special Strike Committee (SSC)

Chair Harrington asked Mr. Givner if the SSC was illegal. Mr. Givner confirmed that it was rendered illegal after the California Public Employment Relations Board (PERB) struck down the strike provision from the Charter. The City appealed the decision in court, the court upheld PERB's decision, and there are no further appeals possible. He noted the language remains in the Charter because the City cannot remove the language without voter approval. Mr. Givner stated that the City Attorney's Office is considering recommending language to the Board of Supervisors to allow the City Attorney to remove language when there has been a court decision invalidating parts of the Charter. Mr. Givner noted the Task Force could also propose that in their report as well.

Chair Harrington motioned to eliminate SSC and to recommend to the Board of Supervisors that they enable the City Attorney to remove Charter language rendered illegal by court decisions. Ms. Mihal seconded the motion. The motion carried 4-0.

Health Services Board (HSB)

Ms. Kittler asked whether the Controller's appointee to HSB requires HSB approval. Chair Harrington confirmed this is correct. Ms. Kittler also inquired about the recommendation regarding the removal of elected members for official misconduct. Mr. Givner explained that while the Mayor can initiate official misconduct proceedings for City elected officials, there is currently no removal process for elected HSB members. Ms. Mihal agreed that the Task Force should consider adding such a provision.

Ms. Kittler asked why HSB should retain authority to hire and fire its Executive Director. Rey Guillen, Executive Director of the Health Service System, responded that the Board's structure is designed to ensure political insulation and collective decision-making on benefits. He emphasized that the Executive Director's independence helps staff implement HSB's policies effectively. Mr. Guillen added that the rates set by the HSB must be approved by the Board of Supervisors, which is another check.

Ms. Kittler questioned the need for insulating the HSB Executive Director, suggesting that rationale could apply to any commission. Chair Harrington responded that HSB is distinct due to its broad membership, with appointments made by the Mayor, Controller, Board of Supervisors, and three elected members from the health system membership at-large. This structure, he argued, makes it essential that the Executive Director report directly to the Board.

Ms. Kittler made a motion to keep HSB and adopt all staff recommendations, except for allowing the Board to retain sole authority over hiring and firing its Executive Director. Ms. Hayward seconded. The motion carried 4-0.

Chair Harrington then moved to allow HSB to retain that hiring and firing authority. Ms. Mihal seconded. The motion carried 4-0.

Retirement Board

Ms. Kittler moved to adopt staff recommendations. Ms. Mihal seconded. The motion carried 4-0.

Retiree Health Care Trust Fund Board (RHCTFB)

Ms. Kittler asked why RHCTFB and the Retirement Board are separate bodies. Chair Harrington and Ms. Mihal explained that RHCTFB was formed when the City began requiring employee contributions to fund retiree health benefits, following new accounting standards requiring governments to plan for these long-term obligations.

Ms. Kittler questioned why the two boards needed to have different investment strategies. Ms. Alonso responded that the boards have different missions, which drive different strategies, and combining them would create administrative challenges, including the need for RHCTFB to function as a subcommittee. She added that staff workload would remain the same regardless of structure.

Ms. Kittler moved to adopt the staff recommendation with one change: to move RHCTFB from the Charter into the Administrative Code. Chair Harrington supported the motion, provided there was no legal reason the body needed to remain in the Charter. Mr. Givner explained that while Charter placement allows for split appointments and elected appointments, the same structure could be preserved through Charter language even if the body were moved to the Administrative Code.

Ms. Alonso reminded the Task Force that staff suggested language could be added to allow the Retirement Board and RHCTFB to combine in the future, if they decide to do so.

Ms. Hayward seconded Ms. Kittler's motion. The motion passed 4-0.

8. Elections Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso presented the staff recommendations for three elections-related bodies: the Elections Commission, the Ballot Simplification Committee, and the Elections Task Force (commonly referred to as the Redistricting Task Force).

For the Elections Commission, Ms. Alonso explained that the only proposed alignment to the governance template was to change the commissioner removal process to allow for at-will removal. She acknowledged the importance of political insulation for this body but noted that the broad appointment structure already provides some protection.

For the Elections Task Force, Ms. Alonso acknowledged past controversy surrounding the body and noted that while some administrative improvements could be made, broader structural reforms should be addressed through a separate redistricting reform process. She emphasized the need for a formal administrative plan to ensure adequate funding, staffing, and interdepartmental support for future redistricting cycles.

Public comment was received from one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
Most changes to the *Elections Task Force* (a.k.a. *Redistricting Task Force*) should be part of a more comprehensive redistricting reform process, **which exceeds the scope of this Commission Streamlining Task Force.**

The *Redistricting Task Force* shouldn't be forced to “**align**” to the Streamlining Task Force's “*Advisory Committee*” template. Because the Elections Task Force plays a critical role in local elections, it should retain its current term lengths, remain in the Charter, and have no sunset date.

However, you should change the *Redistricting Task Force*'s member removal component to “*for-cause removal*” only, precisely to help protect against undue influence by their appointing authorities and undue political influences.

The Staff Discussion memo noted that the Elections Task Force reported in 2022 it “*witnessed unprecedented assaults on its independence by political actors,*” and its members were pressured to cast specific votes to appease their appointing authorities.

This isn't rocket science. Do this today!

Elections Commission

Chair Harrington opened the Task Force discussion by providing historical context for the Elections Commission, describing past issues with the Elections Department when it was under the City Administrator and the reforms that led to the creation of the Commission. He emphasized the importance of maintaining the Commission's current structure to preserve the integrity of elections.

Sophia Kittler moved to adopt the staff recommendations for the Elections Commission and keep it in the Charter. Chair Harrington seconded the motion. Sophie Hayward expressed support for keeping the structure as designed. The motion passed unanimously by voice vote.

Ballot Simplification Committee

Task Force members expressed strong support for the Ballot Simplification Committee. Ms. Hayward praised the committee's work and noted its value as a civic education tool. Natasha Mihal and Chair Harrington echoed her sentiments, with the latter noting that the long-serving chair has played a key role in maintaining the committee's effectiveness.

Ms. Kittler proposed eliminating the nominating requirements for specific seats, suggesting that the qualifications could be met by a broader pool of candidates. Ms. Alonso reviewed the current nomination structure, and Task Force members discussed the challenges of filling seats under the current process. Ms. Hayward suggested deferring the decision to allow staff to consult with the committee and return with proposed changes to the nomination and qualification requirements.

Ms. Kittler moved to direct staff to return with revised language aimed at simplifying the seat qualifications and nomination process. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Elections (Redistricting) Task Force

Angela Calvillo, the Clerk of the Board of Supervisors (BOS), addressed the Commission Streamlining Task Force regarding the Elections Task Force. She emphasized the importance of establishing clear duties, timelines, and administrative support well in advance of each redistricting cycle. She noted that the BOS Clerk's Office had provided clerking and funding support for the most recent cycle but

expressed concern about the appropriateness of the Clerk's Office continuing in that role. She recommended that the City consider alternative staffing arrangements and begin planning earlier in the process. In addition, though the body was established in the Charter, she noted that it would be appropriate for the specifics of the body to remain in the Administrative Code.

Task Force members discussed the need for a more structured and better-resourced redistricting process. Chief Assistant City Attorney Jon Givner surmised that many such changes could likely be achieved through a Board of Supervisors ordinance rather than a Charter amendment.

Chair Harrington moved to adopt the staff recommendation to retain the Redistricting Task Force in the Charter with no changes to its structure. Ms. Kittler seconded the motion, and it passed unanimously by voice vote.

9. Capital Projects and Infrastructure Bodies (Action Item)

Materials: [presentation](#) and [memo](#)

Project Director Rachel Alonso introduced the item and presented staff recommendations for four bodies related to capital projects and infrastructure: the Capital Planning Committee, the Enhanced Infrastructure Financing District Public Financing Authority No. 1 (EIFD PFA), the Citizens' General Obligation Bond Oversight Committee (GOBOC), and the Municipal Transportation Agency Bond Oversight Committee (SFMTA BOC).

She noted that these bodies are structurally unique, so staff selected the most appropriate governance or advisory templates for comparison. For the Capital Planning Committee, staff recommended retaining the body due to its formal role in capital planning and budgeting.

For GOBOC, staff recommended keeping the body but suggested several changes to improve functionality and reduce vacancies. Staff also noted that GOBOC plays an important role in building public trust regarding general obligation bonds.

Finally, for the SFMTA BOC, Ms. Alonso clarified that the Task Force does not have authority to make changes directly, as the body was created by the MTA Board. However, the Task Force could recommend that the MTA Board eliminate the body or merge its functions with GOBOC. Staff noted that the body has overlapping responsibilities with GOBOC and has limited activity due to the infrequent issuance of revenue bonds by SFMTA.

Public comment was received from two speakers:

- Patrick Monette-Shaw provided comment and submitted the following written summary:

The Board of Supervisors approved appointment of Benjamin Tingle, to C-GOBOC's, Seat 3, on October 21, 2025. C-GOBOC appears to now have only two vacancies, at a rate of 22%, and isn't "borderline inactive."

The Staff recommends the Streamlining Task Force should also consider converting C-GOBOC's seat-level requirements into merely "*desirable*" qualifications, to broaden the applicant pool and give appointing authorities greater flexibility in filling vacancies. Citizen oversight isn't about providing appointing authorities with greater flexibility, which may well

lead to just more corruption in City government. The qualifications for appointment to the C-GOBOC should **not** be changed, just to offer the appointing authorities *carte blanche* “flexibility.”

Indeed, the Streamlining Task Force has broken its own rules and granted exceptions to **not** sunset other advisory bodies housed in the Administrative Code. This Task Force should issue an additional sunset date **EXEMPTION** for C-GOBOC!

Leave C-GOBOC exactly as it currently is!

- Will Fox, a current GOBOC member and former civil grand juror, expressed appreciation for the Task Force’s work. He opposed combining GOBOC with the SFMTA BOC, stating that such a merger would be misaligned with GOBOC’s scope. He supported reducing the number of seats to address the body’s vacancy issues.

Capital Planning Committee

Natasha Mihal noted a disconnect between the City’s capital planning and oversight functions and suggested referencing this issue in the final report as a future consideration. Ms. Kittler moved to retain the body as-is. Sophie Hayward seconded the motion. The motion passed unanimously by voice vote.

Enhanced Infrastructure Financing District Public Financing Authority No. 1 (EIFD PFA)

For the EIFD PFA, Ms. Hayward moved to retain the body and align it with all staff recommendations. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Citizens’ General Obligation Bond Oversight (GOBOC)

Chair Harrington described GOBOC’s origins and its role in ensuring accountability for general obligation bond spending. He noted that GOBOC has the authority to delay future bond issuances if departments fail to comply with oversight expectations. He acknowledged the body’s past success in compelling departments to improve reporting practices but also noted ongoing challenges in filling seats.

Ms. Kittler questioned whether the Office of Public Finance (OPF) already tracks the relevant financial information. Ms. Mihal clarified that while OPF does track and report on overall bond spending, GOBOC focuses on broader issues of scope, schedule, and budget for capital projects, which are more difficult to monitor. Ms. Kittler expressed concern that the body may not be meeting its stated purposes and suggested she would be inclined to eliminate it if not for the potential risk it could pose to future bond passage. She ultimately supported retaining the body with modifications.

Ms. Mihal emphasized the importance of oversight when the City is spending billions of dollars and supported maintaining GOBOC’s role. The Task Force discussed the challenges of seat-specific requirements and the potential benefits of converting them to body-level qualifications. Ms. Mihal noted that some qualifications, such as construction management, are important but difficult to fill. Chair Harrington added that the distribution of appointment responsibilities can make it awkward for certain appointing authorities to fill specialized roles when qualifications are body-level.

Ms. Kittler moved to retain GOBOC without a sunset date, impose four-term limits, and otherwise align it with the staff recommendations. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

SFMTA Bond Oversight Committee

Finally, the Task Force discussed the SFMTA Bond Oversight Committee. Ms. Hayward asked whether there was any risk in removing the committee. Ms. Kittler responded that it oversees revenue bonds, which differ from general obligation bonds, and noted that SFMTA has issued few revenue bonds in recent years. Task Force members agreed that the body no longer adds value and that if its elimination would jeopardize anything for the MTA, the MTA Board could choose not to act on the Task Force's elimination recommendation.

Ms. Kittler moved to recommend that the MTA Board of Directors eliminate the body. Chair Harrington seconded the motion. The motion passed unanimously by voice vote.

As a closing note, Ms. Kittler raised a potential future issue regarding the Committee on Information Technology (COIT), which is currently classified as a staff working group but includes two public members. She suggested the Task Force revisit whether those public seats are necessary at a future meeting.

10. Future Agenda Topics (Discussion Item)

Project Director Rachel Alonso provided an overview of the updated decision calendar and outlined the anticipated structure of upcoming meetings. She noted that the November 19 meeting would focus on operational improvements and deferred decisions. While few decisions had been formally deferred, staff had identified clarifying questions and missed items that would be addressed.

Ms. Alonso explained that both the November 19 and December 3 meetings would include "consistency checks" during which the Task Force would review decisions by body type to identify patterns and validate or revise exceptions. Due to the volume of work, the draft report would no longer be presented on December 3 as originally planned. Instead, the draft report would be presented at a second meeting in December, with a second draft expected in January.

She noted that the Task Force would need to finalize the date and location for the second December meeting and consider holding it in the community. Options discussed included December 12, 17, or 18, with a potential 4:00 p.m. start time to accommodate public participation. Staff would also revisit the timing of the first January meeting and consider moving it out by one week to allow more preparation time.

Chief Assistant City Attorney Jon Givner added that he would begin previewing Charter sections on December 3 and would provide draft legislative language on a rolling basis, with a fuller draft available in January.

Ms. Alonso confirmed that staff would research offsite location availability for a potential community meeting and return to the Task Force with options. She also confirmed that the upcoming consistency checks would allow for revisiting any public body, and that staff would work to clearly communicate this to the public through updated graphics and messaging. Chair Harrington emphasized the importance of public communication, particularly around why specific bodies were being revisited and what portions of earlier decisions were being reopened.

Public comment was received from one speaker:

- Patrick Monette-Shaw strongly opposed presenting the draft report at a remote or off-site location, citing ongoing connectivity issues and accessibility concerns. He urged the Task Force to present the draft report at City Hall to ensure access for people with disabilities and avoid excluding members of the public.

The item concluded with a summary of next steps: staff would identify viable dates and locations for the second December meeting, confirm whether one or two community meetings would be held, and ensure that the public is informed about the potential for any public body to be discussed during consistency checks.

11. General Public Comment

One member of the public provided comment during the general public comment period:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
In response to public records requests, the public learned Task Force Member Andrea Bruss landed her golden parachute as a 0932 Manager IV in the City Attorney's Office (CAO) on 1/4/2025 so she meets the "*seat qualification*" to qualify for Streamlining Task Force membership. Andrea isn't in an attorney job classification and is paid \$237,000 as the CAO's Director of Government Legal Reform.

Which suddenly-needed "*reforms*" is Bruss paid for working on?

This raises a troubling question of whether it is a conflict of interest for Bruss to have that job title, and at the same time be a member of the Streamlining Task Force.

There have been no previous City Attorney employees with a working job titled of "*Director of Government Legal Reform*." That raises the question of whether the job was created just for Bruss.

Bruss should resign from this Streamlining Task Force over potential conflicts of interest!

12. Adjournment

Chair Harrington adjourned the meeting at 7:08 p.m.

Minutes prepared by Hannah Kohanzadeh, Principal Project Analyst and Chelsea Hall, Senior Project Analyst.



Approved Minutes

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

Daniel Lurie
Mayor

Wednesday, November 19, 2025
1:00 pm

City Hall, Room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/599t6y5s> and password PropE. Members of the public may use email address 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 404 2784 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

Vice Chair Bruss called the meeting to order at 1:01 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. Chair Harrington had a planned absence. With four members present, a quorum was established.

3. Announcements (Informational Item)

The clerk announced that the Task Force completed its initial review of all bodies and has begun reviewing its preliminary decisions in preparation for the drafting of its final report. During this time, the Task Force may modify any of its previous decisions. The report is due to the Board of Supervisors and the Mayor by February 1, 2026.

4. Approve Minutes – November 5, 2025 meeting (Action Item)

Public comment was received by one speaker.

- Patrick Monette-Shaw provided comment and submitted the following written summary:
The Streamlining Task Force’s 11/5/2025 meeting minutes are deficient in several places. First, on page 12 on the discussion and vote on the Civil Service Commission (CSC), the minutes don’t report whether or not you took action on removing the CSC’s nomination authority for hiring the Director of the Department of Human Resources and allowing the CSC to retain power to firing of the DHR Director with a super majority vote — as the Staff report had recommended. The minutes also don’t report whether the CSC retains sole authority to hire and fire the CSC’s Executive Director/Officer, with no changes as the Staff also recommended. Nor did the “*Decision Log*” report either outcome.

Second, regarding the SFMTA’s Revenue Bond Oversight Committee, (SFMTA RBOC) the minutes don’t report whether oversight of MTA revenue bonds will be absorbed by either the MTA Board of Directors, or by SFMTA staff. This isn’t acceptable.

Ms. Kittler motioned to approve the meeting minutes as drafted by staff. Ms. Mihal seconded the motion. The motion passed 4-0 by voice vote.

5. Deferred Decisions on Specific Bodies (Action Item)

Materials: [presentation](#) and [handout](#)

Vice Chair Bruss noted the Task Force entered a new deliberation phase where they are revisiting particular instances that were left undecided or required further staff research to inform a final decision.

Chelsea Hall, Senior Project Analyst with the City Administrator’s Office, presented on deferred decisions for the Police Commission, Sheriff Department Oversight Board (SDOB), Film Commission, Family Violence Council (FVC) and Historic Preservation Commission (HPC). She began by providing an overview of the Task Force’s decisions to date. She noted that out of the 150 bodies reviewed, the Task Force opted to keep 78 bodies, eliminate 68 bodies, deferred decisions on two bodies, and provided no recommendation for two bodies.

Police Commission

Two outstanding topics related to the Police Commission were identified following the initial discussion and had not yet been addressed by the Task Force. The first required the Task Force to clarify the Police Commission’s role in employee discipline cases coming from the Department of Police Accountability (DPA). Ms. Hall reviewed four options and noted that staff did not recommend a particular option. The options were: (1) empower the DPA Director to impose discipline, with appeals taken to the Police Commission, (2) require the Police Chief to implement DPA’s recommendation for discipline, with the Police Commission hearing the appeal, (3) Follow the Police Commission’s existing procedures for DPA cases and add a separate post-Commission appeal process via an Administrative Law Judge (ALJ) or private arbitrator, and (4) have an ALJ make the initial determination for charges filed by the DPA Director, which could then be appealed to the Police Commission. The second topic required the Task Force to clarify who has the authority to hire and fire the DPA Director. Staff recommended maintaining the status quo: the Police Commission nominates, the Mayor appoints, and the Board of Supervisors confirms. For removal, the Mayor may recommend dismissal to the Commission, which must act within 30 days, or the Commission may remove the Director independently.

Sheriff's Department Oversight Board (SDOB)

The Task Force previously expressed support for making the SDOB advisory but deferred a final decision pending further analysis from staff on how that change would affect the Board's functions. Ms. Hall noted that most of SDOB's duties are already advisory. However, two functions required further consideration given their decision-making qualities. First, SDOB appoints, evaluates, and may remove the Inspector General. Staff reviewed alternatives but found no ideal fit. Second, SDOB has the authority to issue subpoenas, administer oaths, and take testimony. Staff recommended retaining this function, as no suitable alternative exists. Ms. Hall also outlined how the SDOB could be aligned with the advisory body template.

Film Commission

When first discussing the Film Commission, the Task Force did not direct staff on four template components: term lengths, term limits, qualifications, and hiring and firing authority. Ms. Hall requested that the Task Force decide whether the Film Commission should have three-year terms with four term limits to align with the advisory body template or retain its current scheme of four-year terms with three term limits. She also requested the Task Force decide whether the Film Commission should retain hiring and firing authority of the SF Film Executive Director.

Family Violence Council (FVC)

When first discussing FVC, the Mayor's Office of Victims' Rights (MOVR) told the Task Force that it was drafting legislation to update the body and could incorporate the Task Force's recommendations. Accordingly, MOVR planned to introduce legislation in November 2025 to reduce membership from 28 to 15 (retaining three public seats), maintain a sunset date, and add three-year terms with a four-term limit. Staff recommended allowing MOVR to proceed with its independent legislation.

Historic Preservation Commission (HPC)

The Task Force asked staff to recommend which HPC functions should remain in the Charter versus move to the Planning Code. Staff recommended retaining sections on general provisions, qualifications, budget, fees, department head, and staff in the Charter; moving most other sections to the Planning Code; and eliminating the Preservation Element. At the Task Force's request, staff also recommended making seat qualifications desirable at the body level.

Public comments were received by three speakers.

- Julie D. Soo, prior SDOB President, noted that SDOB does not neatly fit into any of the Task Force's templates. She shared that SDOB has the authority to hire an Inspector General now and is in contract with an independent recruiting firm to do so. Ms. Soo recommended that the terms be staggered two-years at a time. She also noted SDOB is authorized to investigate all complaints and all in-custody deaths, with no limitations on reviewing misconduct.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
You need to keep the Sheriff's Department Oversight Board as a governance body, and NOT, repeated NOT, convert it to an advisory body. You should keep it in the City Charter, and not move it to the Admin Code, just as you kept the Police Commission in the City Charter. You should NOT, repeat NOT, remove this Board's authority to hire its Inspector General. The members of this Body should not, repeat not, be converted to at-will removal, which would

further politicize the body. Keep the SDOB's independence, and don't change membership qualifications. Also keep its budget authority, given its Inspector general position.

You should also keep the Film Commission's authority to nominate, and hire and fire, its Director. You've made exceptions to your template to allow other boards to retain hiring their Directors and department heads, and you should grant this same exemption to the Film Commission.

- Ovava Afuhaamango, Vice President of the SDOB, echoed Ms. Soo's comments in support of SDOB. Ms. Afuhaamango also stated SDOB was created to help address historic inequities.

Police Commission

Vice Chair Bruss opened Task Force discussion with the Police Commission's role in **employee discipline** matters originating from the Department of Police Accountability (DPA). Ms. Kittler expressed concern about allowing DPA to impose discipline directly, preferring a model where the Police Chief implements DPA's recommendation, with the Commission hearing any appeals. She supported Option 2, which follows this structure.

Ms. Mihal confirmed with Chief Assistant Attorney Jon Givner that under current law, DPA recommends discipline, the Police Commission decides, and appeals go to an Administrative Law Judge (ALJ).

Ms. Hayward requested Paul Henderson, DPA Director, speak about options 2 and 4. Mr. Henderson noted option 2 most closely reflects current practice and would foster collaboration between DPA and the Police Chief. He explained that most discipline cases originate within the Police Department, not DPA.

Ms. Kittler and Mr. Henderson discussed the ten-day rule, in which more serious cases involving potential discipline of ten or more days are sent directly to the Police Commission. Rachel Alonso, Project Director, clarified that the Task Force previously voted to eliminate the ten-day rule and allow the Police Chief to impose discipline in all cases, with the Police Commission serving only as an appellate body; the discussion at that time did not address how this change would apply to DPA-initiated cases.¹

Ms. Kittler asked for clarification on the difference between options 1 and 2. Mr. Givner explained that the two are functionally similar but that option 2 better aligns with City practice, where department heads impose discipline. He added that option 2 ensures the Police Chief formally engages with the decision, rather than allowing DPA's recommendation to proceed directly to the Police Commission. In response to an additional question from Ms. Kittler, he noted that aside from limited cases involving the Department of Human Resources in Equal Employment Opportunity (EEO) matters, departments do not impose discipline outside their own staff.

Vice Chair Bruss expressed support for option 4; Mr. Henderson noted that an ALJ would bring legal expertise and improve efficiency, especially for cases where delays complicate resolution. In response to a question from Ms. Hayward about how discipline would be implemented under option 4, Mr. Givner explained that an ALJ would hold a hearing and make a final decision, which the officer could then appeal to the Police Commission. Vice Chair Bruss summarized that the key distinction across the

¹ See the approved minutes and video recording from the [September 3, 2025](#) meeting.

options is who makes the initial discipline decision: the DPA Director alone, in coordination with the Police Chief, or through an ALJ. She noted that all options leave the Police Commission as the appellate body.

The Task Force discussed hearing procedures under options 1 and 2, including Police Commission evidentiary hearings and how Skelly hearings fit into the process. Mr. Givner confirmed that a Skelly hearing would occur under all options, though Mr. Henderson clarified that DPA is not involved in those.

Vice Chair Bruss asked Mr. Henderson to describe DPA's current process, which involves investigating independent allegations, applying the ten-day rule to determine case severity, and routing cases either to the Police Commission or Police Chief, who may assign the hearings to command staff. With the removal of the ten-day rule, all DPA cases would go to the Police Department, which Ms. Alonso confirmed is the intended outcome. Ms. Hayward raised concerns about unequal procedures between DPA and Police Department cases and favored option 2 for consistency. Ms. Mihal added that other jurisdictions should be reviewed to identify best practices and that the process should be streamlined regardless of where a case originates from.

Ms. Kittler moved to adopt option 2, requiring the Police Chief to implement DPA's recommendation for discipline with the Police Commission acting as the appellate body. She noted the Board of Supervisors should discuss this topic further after the Charter amendment is introduced. Ms. Mihal seconded. Vice Chair Bruss expressed reservations, citing a lack of clarity about implementation and the need for DPA's independence, but agreed the Task Force needed to move forward. She wanted to see documentation of how the new process would be implemented. The motion passed 3-1 by voice vote, with Vice Chair Bruss opposed.

Ms. Kittler and Vice Chair Bruss requested the Task Force revisit the topic to have greater clarity on how option 2 would be implemented.

Ms. Kittler moved the discussion to whether the Police Commission should **hire and fire the DPA Director**. She supported keeping that authority with the Commission but recommended removing the Board of Supervisors' confirmation role. The Task Force recalled a similar discussion involving the Civil Services Commission, which is rare in that it appoints both its Executive Officer and the Director of Human Resources. Vice Chair Bruss agreed that it was unnecessary to involve the Mayor or Board since DPA is supposed to be politically independent.

Ms. Kittler motioned for the Police Commission to directly appoint the DPA Director. Ms. Hayward seconded the motion. The motion passed 4-0 by voice vote.

Sheriff's Department Oversight Board (SDOB)

Ms. Hayward noted that SDOB does not align neatly with the Task Force's templates; while most of its functions are advisory, selecting the Inspector General is a core governance role. She also asked how frequently the SDOB uses its subpoena power. Ms. Julie Soo, current member and former SDOB president, stated the Board has not issued subpoenas to date, as they rely on the Inspector General or the public to trigger such actions. She noted that the City's jail population has nearly doubled under Mayor Lurie's approach to the drug crisis and suggested that investigator staffing should be tied to jail population rather than the number of sworn officers. In response to a question from Ms. Hayward, Ms.

Soo clarified that DPA conducts serious investigations related to sworn officers and custody issues under an MOU, while SDOB handles complaints involving contractors and non-sworn staff. She emphasized that subpoena power is essential for SDOB to acquire the information needed to carry out its oversight work.

In response to questions from Ms. Mihal, Mr. Givner stated that the Board of Supervisors, Ethics Commission, and many adjudicatory bodies may issue subpoenas. He also noted there is a general catch-all subpoena authority under the Power of Inquiry in the Charter for many bodies and confirmed that the Sheriff Inspector General also has subpoena power. Noting that SDOB is not an appellate body, Ms. Kittler did not see the need for SDOB to have subpoena power.

Vice Chair Bruss agreed with Ms. Hayward that SDOB does not neatly fit into any one template and with Ms. Kittler that SDOB did not need to retain subpoena powers. However, she was uncertain who should appoint the Sheriff Inspector General.

Ms. Hayward motioned to remove the body's subpoena powers with the understanding that the Inspector General would have that power. Ms. Mihal seconded the motion. The motion passed 4-0 by voice vote.

Vice Chair Bruss opened discussion on aligning SDOB to the advisory template. Ms. Kittler motioned to align SDOB to the advisory template by changing member removal to at will, reducing term length from 4 years to 3 years, implementing 4-term limits, making qualifications desirable at the body level, moving SDOB's establishing authority to the Administrative Code, not adding a sunset date, and removing budget authority. Ms. Hayward seconded the motion. The motion passed 4-0 by voice vote.

Ms. Kittler made a subsequent motion to change the appointing authority to four mayoral and three Board of Supervisor appointments. Vice Chair Bruss seconded the motion. The motion passed 3-1 by voice vote with Ms. Mihal in opposition.

Ms. Hayward motioned to have the appointing authority for Inspector General be the SDOB. Ms. Mihal seconded the motion. The motion passed 3-1 by voice vote with Ms. Kittler in opposition. Vice Chair Bruss directed staff to bring up this topic again when all members of the Task Force were present.

Film Commission

Ms. Kittler stated she saw no reason to change the term limits for the Film Commission. She recommended transferring the hiring and firing authority from the Film Commission to the Mayor. Ms. Kittler clarified that the Film Commission used to be part of the Office of Economic and Workforce Development and is currently being moved to the general arts agency, per the recent budget. Ms. Kittler motioned to maintain the current term limits and remove the hiring and firing authority from the Film Commission. Vice Chair Bruss seconded the motion. The motion passed 4-0 by voice vote.

Family Violence Council (FVC)

Ms. Kittler and Vice Chair Bruss recommended the Task Force include the proposed FVC changes in its ordinance, in case MOVR's separate legislation is delayed or not adopted by the Board. Mr. Givner noted MOVR's legislation is unlikely to pass before the Task Force's ordinance takes effect. Ms. Kittler motioned to include language in the Task Force's ordinance to reduce FVC's membership from 28 to 15

(keeping three public members), keep the sunset date, and add three-year term lengths with a 4-term limit. Ms. Mihal seconded the motion. The motion passed 4-0 by voice vote.

Historic Preservation Commission (HPC)

Vice Chair Bruss and Ms. Kittler stated support for the staff recommendations. Ms. Hayward opposed moving HPC duties from the Charter to the Planning Code but supported eliminating the Preservation Element of the General Plan, noting the Commission's already strong work in this area without it. She also favored setting qualifications at the body level and appreciated staff's confirmation that the changes would not affect HPC's CLG status or grant eligibility.

Vice Chair Bruss motioned to retain the professional qualifications but to make them desirable at the body level rather than at the seat level. Ms. Kittler seconded the motion. The motion passed 4-0 by voice vote.

Ms. Hayward motioned to eliminate the Preservation Element of the General Plan. Ms. Kittler seconded the motion. The motion passed 4-0 by voice vote.

Ms. Kittler motioned to move landmark and historic district designations, certificates of appropriateness, significant or contributory building and conservation district designations in the C-3 districts, alteration of significant or contributory buildings or buildings in conservation districts in the C-3 districts, Mills Act contracts, referral of certain matters, and other duties from the Charter to the Planning Code. Ms. Mihal seconded the motion. The motion passed 3-1 with Ms. Hayward in opposition.

6. Reviewing and Revising Preliminary Decisions (Action Item)

Materials: [Presentation](#), [Attachment A - Task Force Decisions](#), [Attachment B - BOS Appointment Types](#), [Attachment C - Advisory Body Sunset Dates](#)

Senior Project Analyst Chelsea Hall introduced the item and presented an overview of consistency checks and deferred decisions. The presentation covered a wide range of topics that apply to many policy bodies, including establishing authority (Charter vs. Administrative Code), appointment and removal processes, naming conventions, term lengths and limits, and other structural and implementation issues. Ms. Hall noted that the Task Force had made numerous preliminary decisions and exceptions throughout the process, and this item was intended to allow members to revisit those decisions holistically and provide direction to staff and the City Attorney's Office for drafting legislation. For the full list of decision points and the staff analysis and recommendations, refer to the [presentation slides](#) for Items 5-6.

Public comment was received by 8 speakers:

- Julie Lamarre, Executive Director of the Board of Appeals, spoke in support of retaining the Board's authority to hire and remove its Executive Director. She noted the current structure has worked well and provides appropriate accountability.
- Doug Engmann with the Proposition E campaign echoed support for keeping the Board of Appeals as-is, urged the Task Force to retain Board of Supervisors veto power for split appointments, supported staggering member appointments and term limits, and criticized the volume of changes being proposed under a single agenda item.
- Margaret Brodtkin opposed moving the Children and Youth Oversight and Advisory Committee out of the Charter, arguing that the body governs a department larger than several others that

remain in the Charter. She stated that removing it sends the wrong message about the City's values.

- Zach D'Amico, Deputy Director of the Ethics Commission, supported the proposal to have an Administrative Law Judge (ALJ) preside over hearings for Ethics Commissioners facing removal, since this would reduce potential conflicts of interest. He also supported changing the Board of Supervisors' threshold for removal to a simple majority but cautioned against changes that would overwhelm the Ethics Commission's limited resources.
- Mark Kelleher, Human Rights Commissioner, expressed concern about the Task Force's surprising recommendation to convert the Human Rights Commission to an advisory body. He requested that the item be agendaized for December 3 rather than December 18 to allow for broader participation before the holidays.
- Rosie Williams, Human Rights Commissioner, urged the Task Force to rescind its recommendation to remove the body from the Charter, citing its historic significance and role in enforcing civil rights protections.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
This agenda item covers 47 pages of a PowerPoint presentation, covering dozens and dozens of critical issues. It's totally unfair to members of the public who may want to comment on several of these distinct issues. This material should have been broken down into several separate agenda items.

I support converting the Appointing Authority for the Civil Service Commission and Rent Stabilization Board to having split appointments, to help de-politicize both bodies.

You should allow the Board of Appeals to retain its authority to hire and fire its Executive Director.

You need to overturn your decisions to strip at least seven bodies of their ability to submit a short list of three nominees for hiring of their respective department heads, and strip 24 commissions of hiring and firing their department heads.

Also, you should reverse decisions to convert at least 20 bodies from "for-cause" to "at-will" removal of commission members!

- Lila Holzman tried to inform the Task Force of recent Commission on the Environment actions in response to the Task Force converting it to an advisory body. Due to audio issues in the hearing room, Ms. Holzman was invited to submit a written public comment.

Vice Chair Bruss opened the Task Force's discussion by informing those in attendance that the broad discussions that will occur in this and subsequent meetings will be iterative, and that the public can give input on any item up until the Task Force's process concludes in the Spring.

Establishing Authority (Charter or Code)

Task Force members reflected on the logic behind which decision-making bodies were retained in the Charter versus moved to the Administrative Code. Several members expressed difficulty identifying a consistent rationale. Sophia Kittler referenced the recent SPUR report and noted her disagreement with its recommendations to move the Police and Fire Commissions out of the Charter, citing their disciplinary functions. She questioned why bodies such as the Library Commission, War Memorial

Board of Trustees, Juvenile Probation Commission, and Historic Preservation Commission were retained in the Charter. She also noted that when bodies are established in the Charter, it becomes difficult to change their roles in the future when public needs and circumstances shift. Natasha Mihal and Sophie Hayward agreed, with Ms. Mihal pointing out that Charter bodies tied to state law risk falling out of compliance if those laws change. Ms. Kittler mused that the Task Force's templates have been useful as a decision-making framework but may not be helpful as a messaging tool going forward. She emphasized that advisory bodies have an important policy role, but that some view their advisory designation as a demotion.

Vice Chair Bruss proposed flagging these bodies for further discussion at a future meeting. Ms. Hayward agreed, emphasizing the importance of transparency and clarity in agendaizing future meetings. She requested that staff compile a summary of changes to establishing authority for all bodies, not just decision-making bodies. The Task Force also directed staff to agendaize a future item to revisit the following bodies: Library Commission, War Memorial Board of Trustees, Juvenile Probation Commission, Historic Preservation Commission, Airport Commission, and Health Commission.

Vice Chair Bruss moved to remove the Access Appeals Commission from the Charter and instead codify its functions under the Board of Appeals in the Administrative Code. Ms. Kittler seconded the motion, and it passed unanimously by voice vote.

Board of Supervisors Veto Authority for Split Appointments

The Task Force discussed inconsistencies in its prior decisions regarding whether the Board of Supervisors should retain veto power over Mayoral appointees for bodies that have split appointments. Ms. Kittler clarified with staff and Vice Chair Bruss that the Task Force has been consistent in removing the Board's ability to expressly *approve* Mayoral appointees, but that in some cases it retained the Board's ability to *reject* Mayoral appointees by a two-thirds vote within 30 days and that this is the item before the Task Force. Vice Chair Bruss argued for a consistent standard allowing a supermajority of the Board to reject Mayoral appointees. Ms. Kittler opposed applying veto power to split appointments, stating that each appointing authority should retain control over its own selections.

Ms. Mihal moved to apply the two-thirds veto standard to the Police Commission and Entertainment Commission to align with the other similarly structured bodies. Ms. Hayward seconded the motion and it passed 3-1, with Ms. Kittler opposed.

Standardizing Board of Supervisors Appointment Methods

The Task Force considered whether to standardize the various methods by which the Board of Supervisors appoints members to public bodies. Members acknowledged the complexity of the current system but ultimately agreed that no changes should be made without input from the Board itself and without a clear idea of the problems, if any, that the current system introduces.

Ms. Hayward moved to retain the current appointment structures. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Appointing Authorities for Appeals Bodies

Task Force members recounted their earlier decisions to not make any changes to the Rent Board and referenced similar public sentiment about the Civil Service Commission. After a brief discussion, the

Task Force confirmed its prior decisions regarding appointing authorities for appeals bodies and agreed not to make any changes.

Ms. Kittler moved to retain the existing structures. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

Hiring and Firing Authority

The Task Force reviewed its prior decisions to remove hiring and firing authority from most decision-making bodies and confirmed certain exceptions. However, members flagged two items for further discussion at a future meeting: the Civil Service Commission's authority over the Director of Human Resources (distinct from its authority over the CSC Executive Officer) and the Southeast Community Facility Commission's authority over its facility director.

Vice Chair Bruss moved to retain the Board of Appeals' authority to hire and fire its Executive Director. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

In addition, the Task Force members discussed bodies in the City Administrator's Office (ADM). They clarified with Chief Assistant City Attorney Jon Givner that the City Administrator's involvement in jointly hiring division directors alongside the Mayor is simply a historical practice and is not codified. After some discussion of ADM's structure, Ms. Kittler moved to confirm the Task Force's prior decision to transfer hiring and firing authority for the Treasure Island Development Authority and Entertainment Commission to the Mayor. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Naming Conventions

The Task Force discussed standardizing naming conventions for public bodies. Members agreed that decision-making bodies should generally be called "commissions" or "boards," while advisory bodies should be called "councils," with some exceptions for historical or branding reasons.

Mr. Givner confirmed that receiving clear and timely direction from the Task Force would be helpful for drafting legislation. Staff also clarified that the Sunshine Ordinance Task Force (SOTF) is more an advisory body than a decision-making body, and therefore any broad naming conventions applied to advisory bodies will also apply to the SOTF.

Vice Chair Bruss proposed that the City Attorney's Office rename the Children, Youth, and Their Families Oversight and Advisory Committee to the Children, Youth, and Their Families Commission in its draft legislation. She also proposed making no changes to the names of staff working groups.

Ms. Kittler proposed renaming all advisory bodies to "council," except for the Sheriff's Department Oversight Board, Film Commission, Human Rights Commission, and Commission on the Status of Women, which would retain their names. Accordingly, Task Force members requested that staff produce a list of proposed names for the Task Force to consider at a future meeting.

Confirming Decisions on Term Lengths and Limits

The Task Force confirmed that advisory bodies with sunset dates should have exactly three-year terms. For advisory bodies without sunset dates, members agreed to retain previously adopted term lengths and limits, citing those decisions were made after in-depth conversations. Because the Homelessness

Oversight Commission would be coming back to the Task Force during the December 3rd meeting, they deferred a decision for that body.

The Task Force then considered its prior exceptions to applying standard term lengths and limits to decision-making bodies. Vice Chair Bruss and Ms. Kittler proposed adding a three-term limit for public members of the Children and Families First Commission.

Applying New Term Lengths to Existing Appointees

Ms. Hayward expressed a preference for the second option proposed by staff (applying the new rules on a rolling basis) because it would be the simplest to implement. Ms. Mihal and Ms. Kittler agreed.

As such, Ms. Kittler moved to apply new term lengths only after current appointees complete their existing terms. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

Staggering Terms Within Bodies

The Task Force discussed staggering terms within governance bodies that do not already have an effective member staggering process. Ms. Mihal raised the issue of implementing this when there are split appointments between the Board of Supervisors and Mayor, and Ms. Hayward suggested alternating between Board and Mayor appointees consecutively.

After some discussion of the types of bodies to which this action item would apply, the Task Force requested a proposal for staggering terms to avoid quorum issues, particularly for five-member bodies like the Public Utilities Commission.

Implementing Term Limits

Vice Chair Bruss moved that past service will count as no more than one term (regardless of actual length), that future partial terms be counted using the existing “rounding up” rule applied to elected officials, and that term limits are lifetime and by body. Ms. Mihal seconded the motion, and it passed unanimously.

Member Removal For Cause

Ms. Hayward confirmed with other Task Force members that not every for-cause removal of a member of a public body would be due to an ethics violation. Because of this, Ms. Kittler noted that an Ethics Commission hearing as part of the removal process may not be practical.

Following a discussion of the current removal process for non-at-will members, Vice Chair Bruss moved to simplify it. Under the new process, the appointing authority would file charges, the member would be suspended upon service of charges, and removal would require six votes by the Board of Supervisors. There would be no more Ethics Commission hearing prior to the Board of Supervisors vote. Ms. Kittler seconded the motion, and it passed unanimously by voice vote.

This change also resolved the issue of how to handle removal of Ethics Commissioners, negating the need for a separate process involving an Administrative Law Judge.

Future Bodies and Templates

The Task Force agreed not to codify templates for creating future bodies in the Charter. Instead, members directed staff to memorialize the Task Force’s recommendations and templates in the final report.

Applying Certain Charter Provisions to Additional Bodies

After some discussion of the implications, Ms. Kittler moved to apply a standard 60-day holdover provision (Charter Section 4.101.5) to all bodies for which the Task Force has defined member terms. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

Task Force members agreed that prohibiting advisory body members from seeking elected office would be impractical, given that membership on such bodies can provide valuable training for elected service. Ms. Kittler then moved to extend the existing prohibition on seeking elected office (Charter Section 4.101.1) to all decision-making bodies. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

Mr. Givner explained that the legal requirement for maintaining meeting minutes (Administrative Code Section 67.16) only applies to bodies established in the Charter, though it is widely practiced. Ms. Kittler moved to require all decision-making bodies, regardless of Charter status, to record meeting minutes. Ms. Mihal seconded the motion, and it passed unanimously by voice vote.

The Task Force took a brief recess.

Ms. Hayward left the meeting. With three members present, a quorum was maintained.

7. Operational Improvements for Commissions (Action Item)

Materials: [presentation](#)

Hannah Kohanzadeh, clerk and Principal Project Analyst for the Task Force, presented best practices to strengthen and support the administration of commissions. Ms. Kohanzadeh began by explaining that staff held a meeting on October 20, 2025, with over 65 clerks, secretaries, and commission staff to gather input on mission and commission scope management, onboarding and training, strengths and best practices.

Ms. Kohanzadeh shared current approaches used by commission staff use to ensure commissioners understand their roles and stay focused. Ms. Mihal asked whether staff are equipped to manage commissioners effectively, noting it can be a significant challenge. Ms. Kohanzadeh responded that most respondents were confident in their commissioners’ ability to stay on task. Ms. Kittler shared that her office uses a comprehensive guide combining role descriptions, best practices, and task instructions which, though tedious to initially compile, only requires periodic updates. Ms. Mihal also inquired about managing vacancies. Ms. Kohanzadeh noted varying views on who should lead that process, from the appointing authority to the clerks and staff. In response to a question about City Attorney support, Ms. Kohanzadeh said governance bodies generally feel supported when attorneys attend meetings and noted requests for more education and guidance on commission powers.

Ms. Kohanzadeh reviewed current onboarding and training approaches and shared requests from commission staff for improved resources, including tools like a duty checklist similar to the one suggested by Ms. Kittler. She noted that while many trainings exist, there is little guidance for City staff who serve as clerks or secretaries. She suggested that a checklist or asynchronous resource could help fill

this gap. Ms. Mihal and Ms. Kittler supported creating a standardized tool outlining essential commission tasks. Vice Chair Bruss questioned whether existing trainings for staff and commissioners are effective and asked if any recommendations for commissioner training emerged from staff outreach. Ms. Kohanzadeh said they had not. Vice Chair Bruss recommended the Task Force include in its report the development of a standard checklist and support materials for all commissions, along with commissioner training that goes beyond compliance to support effective participation.

Ms. Kohanzadeh shared the factors commission staff felt led to effective and successful commission meetings. She then shared the fewest, most, and average number of times each type of body held meetings in 2024. She asked the Task Force if they wanted to prescribe the minimum number of times advisory and governance bodies need to meet. Ms. Kittler suggested that each body should state how frequently they should meet and be measured against their own goal. Ms. Mihal and Vice Chair Bruss agreed with Ms. Kittler.

Ms. Kohanzadeh noted that both conversations with City staff and literature reviewed highlighted the need for better commission performance tracking and data maintenance. She outlined three oversight options: creating a new oversight body, assigning the work to the Controller's Office, or having appointing authorities manage it. Ms. Mihal opposed creating a new oversight body, while Ms. Kittler emphasized that appointing authorities should be responsible for their commission and that public concerns should go to the Board of Supervisors. Vice Chair Bruss expressed concern that the accurate and comprehensive list of bodies created through the Task Force process could become defunct without a designated entity to maintain it.

As recommended by the Civil Grand Jury "Commission Impossible" report, Ms. Kohanzadeh asked the Task Force if they wanted to standardize reporting requirements. Ms. Mihal inquired whether advisory bodies should have set publication timelines. Ms. Kohanzadeh stated that the Task Force had previously leaned toward annual reporting instead of quarterly, if any reporting requirements were maintained. Ms. Mihal suggested that even annual reports may be too frequent, as much of the desired information is already available on commission websites, and the intended audience for reports is unclear. Vice Chair Bruss added that while a limited-in-time body might produce a report to summarize its work, she did not support requiring ongoing reporting from standing bodies.

Mr. Givner asked whether the City Attorney should remove the Charter language requiring boards and commissions to submit annual statements of purpose and reports to the Mayor and Board of Supervisors. The Task Force agreed to remove these requirements for decision-making bodies. He also asked whether to strike the Charter §4.102 requirement that commissions hire a secretary. The Task Force supported removing it to allow staffing flexibility.

Ms. Kohanzadeh asked if the Task Force wanted to standardize the level of detail required in meeting minutes. The Task Force declined, stating that best practices should not be codified in the Charter and that future technology may assist in producing minutes.

Ms. Kohanzadeh reviewed exist lists of commissions maintained by the City Attorney, Clerk of the Board, and the City Administrator's 311 program. She noted that other jurisdictions, like the Counties of Los Angeles, San Diego, and Santa Clara, assign this responsibility to their Clerk of the Board, but staff made no recommendation. Ms. Kittler suggested not assigning responsibility in the Charter or code,

noting the City Attorney and Clerk of the Board will already have updated information post-Task Force. Ms. Mihal acknowledged the workload required to maintain such a list. When Vice Chair Bruss asked if a decision was needed, Ms. Alonso confirmed the status quo would remain without Task Force direction. Vice Chair Bruss suggested that the responsible offices coordinate maintenance going forward.

Ms. Kohanzadeh concluded her presentation by sharing requested City support from commission and public body staff.

Public comment was received by one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
Do NOT create another body in the future charged with evaluating performance of bodies being kept. The appointing authority of each board should conduct periodic assessments of their body's performance.

The idea Commissions shouldn't have a dedicated Commission Secretary, and rely instead on a centralized pool of secretaries is a terrible idea, because "*institutional knowledge*" about a given Board's current affairs would vanish.

Your "Evaluation Criteria" suggests keeping the current City Charter requirement each board and commission author and issue annual reports summarizing their activities and accomplishments, distinct from City Department's annual reports.

The annual reports are the best vehicle to inform members of the public, and the respective City Departments, of how well their boards and commissions are functioning.

This Task Force is trying to micro-manage City employees who are serving as a Board's Executive Secretary by trying to dictate how detailed, or brief, the meeting minutes are prepared.

8. Future Agenda Topics (Discussion Item)

Ms. Alonso shared that the next meeting is scheduled for December 3, 2025. She noted that the items deferred in today's meeting would likely be scheduled later in December. She also noted that it is likely the Task Force will be able to meet in the Southeast Community Center for the December 18th meeting, which should operate as per usual in terms of technology. Ms. Alonso noted the first meeting of 2026 is January 14th.

Ms. Mihal asked when the Task Force's report drafts would be scheduled. Ms. Alonso stated the first draft would be reviewed on December 18th, with a second version on January 14th. Ms. Mihal questioned whether holding the December 18th meeting at the Southeast Community Center would improve accessibility and suggested postponing the location decision until Chair Harrington returned.

Public comment was received by one speaker:

- Patrick Monette-Shaw expressed his preference for the Task Force to hold its December 18th meeting at City Hall.

9. General Public Comment

Members of the public may comment generally for up to three minutes on matters within the Task Force’s purview but not on today’s agenda. The Brown Act prohibits the Task Force from taking action or discussing any item not appearing on the agenda, including those items raised at public comment.

Public comment was received by one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
You must revise your incomplete decision on the “*Long-Term Coordinating Council*” (LTCCC) that assigned just one of the LTCCC’s **functions** to another body on 10/15/2025.

The LTCCC focused only on community-based services, because of its utter antipathy to institutional-based skilled nursing facility (SNF) settings. Because of its antipathy, the LTCCC completely ignored the mandate then Mayor Gavin Newsom assigned to it to develop an **integrated** continuum of long-term care system of home, community-based, and most importantly, long-term care services including in institutional-based facilities in San Francisco. The LTCCC completely failed to do anything regarding developing institutional based facilities.

That neglect has led to a severe shortage of SNF’s in San Francisco. That has led to discharging somewhere between 3,614 and 12,022 San Franciscans to out-of-county SNF facilities in the last four calendar years.

This Task Force must require the Health Commission assume the LTCCC’s function to increase SNF-bed capacity in-county.

10. Adjournment

Vice Chair Bruss adjourned the meeting at 7:16 pm.

Minutes prepared by Hannah Kohanzadeh, Principal Project Analyst and Chelsea Hall, Senior Project Analyst.



Approved Minutes

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

Daniel Lurie
Mayor

Wednesday, December 3, 2025
1:00 pm

City Hall, Room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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/3bpbvwem> and password PropE. Members of the public may use email address 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 804 5859 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 1:05 p.m.

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 five members present, a quorum was established.

3. Announcements (Informational Item)

The clerk announced that the Task Force would hold two special meetings in December. The first will be held on December 12th at 10 am in City Hall, Room 263. The second will be held on December 18th in the Southeast Community Center's Bayview Multipurpose Room at 4 pm. Both sessions will be conducted in a hybrid format with the meetings occurring in-person and via an online Webex webinar.

4. Approve Minutes – November 19, 2025 meeting (Action Item)

Chair Harrington expressed appreciation for the level of discussion his colleagues had in his absence at the November 19th meeting, as documented in the minutes. Sophie Hayward thanked staff for posting a second version of the minutes which noted her departure after item 6.

No public comment was received.

Ms. Hayward motioned to approve the meeting minutes as drafted by staff. Sophia Kittler seconded the motion. The motion passed unanimously by voice vote.

5. Deferred Decisions on Arts and Building Inspection Commissions (Action Item)

Materials: Presentation and Attachment A – Arts Commission Responsibilities Matrix

Chair Harrington noted that the Task Force was revisiting select topics to finalize preliminary decisions and emphasized that there was no intention to reopen discussion on every body reviewed in this process. Joanna Bell, Sr. Performance Analyst at the Controller's Office, then presented on the Arts Commission and Building Inspection Commission (BIC).

Arts Commission

Ms. Bell summarized the Task Force's October 1st meeting decisions to retain the Arts Commission and move it from the Charter to the Administrative Code. She noted the Task Force postponed deciding whether the Commission should remain a governance body or become advisory, requesting staff to assess how such a change would affect its functions. She also noted the Task Force eliminated the Street Artists and Craftsmen Advisory Committee and noted the approach to ensure public input on artist licensing would be addressed in a future informational memo.

Ms. Bell noted the Mayor created a new arts agency in this year's budget to combine the Arts Commission, Film Commission, and Grants for the Arts. She outlined the template alignment options for the Arts Commission, depending on whether it remains a governance body or becomes an advisory body. She reviewed its key functions and explained that, if reclassified as advisory, most of its responsibilities would shift from oversight to a review role.

Ms. Bell described the Charter-mandated Civic Design Review (CDR), currently conducted by a subcommittee through a four-stage process that examines the exterior design of structures on City land. She noted that in peer cities, such work is typically handled by planning departments. The Task Force could consider moving CDR to the Planning Department, which has staff with relevant design expertise. Potential benefits include a faster, more efficient process, reduced departmental overlap, and greater for Arts Commission appointments. However, she also highlighted trade-offs, such as fewer opportunities for public input, higher staff costs, less focus on artistic value, and challenges in tracking compliance with the Art Enrichment Ordinance.

Public comment on the Arts Commission was received by 21 speakers.

- Dorka Keehn – former Arts Commissioner for ten years, former Chair of the Visual Arts Committee and former CDR Committee member – spoke in opposition to the proposed recommendations. Ms. Keehn stated the Planning Department staff do not have strong enough skills in evaluating architectural excellence, contextual aesthetics, or the cultural and aesthetic quality of civic spaces.

- Jill Manton, former Director of Public Arts at the Arts Commission, spoke in opposition to the proposed recommendations. Ms. Manton stated that civic design and public art are intrinsically related and required for smooth and successful art installation.
- Adam Keen spoke about challenges installing community gardens across the City.
- Kim Striker, former Chair of the CDR Committee, opposed moving CDR to the Planning Department.
- Nabil Musleh, a current Arts Commissioner, spoke in opposition to the proposed recommendations.
- Heather Davies, a Sunset District resident, recommended art installation reviews from multiple departments including Planning, Arts, and SFMTA. She cited an example of an art installation on Judah Street which caused sidewalk access challenges. She advocated for a stakeholder list to be mandated for every commission to notify residents of events, work, or processes that could impact them.
- Patrick Carney, Arts Commissioner and an architect who sits on the CDR Committee, opposed moving CDR to the Planning Department. He emphasized the work CDR Committee performs alongside the Visual Arts Committee is essential.
- Lex Leifheit, a cultural policy advisor and City resident, urged the Task Force to retain the Arts Commission as a governance body in the Charter. She noted creative jobs are growing in the City, in contrast to their decline across the Bay Area.
- Janine Shiota, Vice President of the Arts Commission and native San Franciscan, noted the City is recovering and competing against other cities to attract and retain employees. She supported maintaining the Arts Commission as a governance body and retaining CDR within the Commission. She used SFO airport's collaboration with the Arts Commission as an example of the strong and successful work of the body.
- Charles Collins, President of the Arts Commission, shared his qualifications and noted that the other commissioners are equally qualified. He appreciated staff pointing out the City's CDR process differs from its peers. He urged the Task Force to maintain CDR as part of the Arts Commission. He also noted the arts element of the City's General Plan relies on the Arts Commission for execution.
- Rachelle Axel, former Arts Commission employee for 21 years, urged the Task Force to keep the Arts Commission in the Charter as a governance body.
- Sunny Angulo, Prop E drafter, stated that Prop E marginally beat out Prop D, suggesting that the public is not keen on the Task Force removing bodies in large swaths. Ms. Angulo urged the Task Force to keep the Arts Commission in the Charter as a governance body.
- Heraldo Garma, an artist, raised concerns with consolidating art grant reviews, stating it may lead to censorship and a lack of funding for specific projects. He stated he has not found any public research on the benefits of consolidating arts departments.
- Debra Walker – artist, Arts Commissioner, and Chair of the Civic Design Review – noted the City's reputation as a renowned art city. She expressed appreciation for the work of the Task Force and noted the Arts Commission needs governance body authority to perform some of its tasks while others could be sufficiently supported by advisory body powers. She noted that all commissions should have clearer definitions of their jurisdictions. She also supported the mayor hiring and firing all department heads.
- JD Beltran, an artist and native San Franciscan, expressed appreciation for the City's public art and art in SFO. She shared some of the Arts Commission's history and noted that arts in the City

generate approximately \$1.7 billion in annual economic activity and supports roughly 3,700-3,900 jobs.

- Patrick Monette-Shaw provided comment and submitted the following written summary:
You should leave the Arts Commission in the City Charter as a governance body and make no changes. Don't make it an advisory body. Obviously, the Board of Supervisors are not qualified to take on the oversight duties of the Arts Commission, and they don't have time to hold public hearings that the Arts Commission currently holds. The president of the Arts Commission is right: This Streamlining Task Force, must, repeat, MUST, stop trying to fix things that are not broken!

You are going way beyond the mandate of "Proposition E."

- Richard Rothman requested that the Task Force empower the Arts Commission with more authority to maintain and preserve the public murals in the City. He urged the Task Force to keep the civic art collection in the Charter.
- Caelen agreed with previous speakers that the Task Force should not make sweeping changes to the Arts Commission. She urged the Task Force to preserve the Commission's ability to conduct CDR. She also agreed with Mr. Rothman that the Commission should have greater authority to preserve public sculptures.
- Jeremiah Moore, an artist in the City, expressed general support for the Arts Commission and noted it enhances the revival of civic spaces in the City.
- Yesenia Sanchez, Executive Director of Intersection for the Arts, urged the Task Force to keep the Arts Commission a governance body. She stated the Commission helps create and implement a cultural strategy that attracts and retains artists in the City which would not be possible as an advisory body.
- Stella Lockman, an arts administrator, expressed concerns with taking away political accountability by making the Arts Commission an advisory body.

Chair Harrington expressed concern about volunteers on the Arts Commission conducting CDR, a critical City function, instead of City staff or contractors. He acknowledged that public commenters stated the current CDR process works. He emphasized the arts' permanent role in the City, suggesting that the body should remain in the Charter. However, with plans to restructure arts departments into an agency model, he suggested moving details about the Commission's composition and duties to the Administrative Code to provide future flexibility, while retaining its mission in the Charter. Ms. Kittler agreed, saying the proposal seemed reasonable.

Vice Chair Bruss asked if Chair Harrington intended to move all Arts Commission functions to the Administrative Code for easier amendment by the Board of Supervisors. Chair Harrington confirmed, citing the need for thoughtful review. Vice Chair Bruss noted this would mirror the Fire Commission's structure. Ms. Mihal supported the split Charter/Code approach and suggested the Task Force begin identifying functions. She also supported paying for CDR but was hesitant to recommend specific changes to the process at this time.

Ms. Hayward asked whether the Task Force was re-considering whether the Arts Commission should be a governance or advisory body. She recalled a prior decision to move the body to the Administrative Code and was hesitant to revisit placing part of it in the Charter. She noted other bodies could benefit

from similar restructuring and did not want to reopen other decisions. Ms. Hayward questioned why public commenters doubted City staff's ability to conduct CDR, noting that the Planning Department employs qualified professionals.

Vice Chair Bruss stated the Task Force could align the body to the governance or advisory template. She noted that the qualifications would depend on what the Task Force decided to do on CDR. Ms. Kittler noted CDR included two key functions: deciding what something should look like and serving as a public forum to discuss such aesthetic concerns. She opposed moving CDR to the Planning Department because she thought it unnecessary to intertwine questions about a building's existence and its aesthetics. Ms. Kittler supported the Arts Commission weighing in on CDR but did not think it was necessary for the Commission to conduct CDR.

Looking at the Charter language, Vice Chair Bruss opposed the Commission continuing to supervise and control the expenditure of all appropriations made by the Board of Supervisors for the advancement of the visual, performing, or literary arts, which is a governance body function. Ms. Kittler noted she was amenable to the Commission supervising expenditures but not controlling them.

Vice Chair Bruss moved to retain the Arts Commission's mission in the Charter while relocating other elements of its structure to the Administrative Code. Specifically, she proposed moving the Commission's size, appointing authority, and member removal provisions as-is and modifying member qualifications to apply at the body level. She also moved to transfer Charter sections 5.103(2) and 5.103(3) to code. Regarding the Commission's role in CDR (Charter section 5.103(1)), she proposed modifying it to be consultative. Lastly, she moved to revise the Commission's role in overseeing arts-related appropriations (Charter section 5.103(4)) from "supervise and control" to an advisory role. All that would remain in the charter was the mission statement; the other language would move to code. Ms. Mihal seconded the motion. The motion passed unanimously by voice vote.

Ms. Hayward requested staff include a recommendation in the report to rename the Arts Commission Department to resolve confusion between the Commission and the Department. The Task Force members agreed.

Building Inspection Commission (BIC)

Ms. Bell summarized the Task Force's decisions on DBI bodies and provided background on BIC, including changes from Proposition B (2022). She reviewed BIC's governance functions and noted that if made advisory, BIC would no longer have decision-making authority but could serve as a forum for DBI accountability, transparency, and public input. She noted in the past two years, BIC rarely used its power to overturn DBI decisions regarding construction work completion or meeting City requirements, suggesting the function could be safely be eliminated. She also reviewed governance functions previously modified by the Task Force, such as budget and contract approval authority, and the transfer of duties to the Board of Appeals. Finally, she showed how BIC could be aligned to the advisory body template.

Chair Harrington acknowledged concerns raised by DBI staff and BIC commissioners about whether BIC, if reclassified as advisory, would retain the ability to review and comment on legislation before the Board of Supervisors. Staff confirmed that as an advisory body, BIC would still be able to provide input on proposed legislation.

Public comment on the Building Inspection Commission was received by 20 speakers.

- Brendan Green, a business representative for IBW Local 6, which represents electrical workers in the City, opposed all changes to BIC and to its subcommittees.
- Osha Ashworth, an assistant business manager with IBW Local 6, opposed all changes to BIC and to its subcommittees. She emphasized the need for these bodies to maintain worker and building safety.
- A speaker opposed all changes to BIC and the Code Advisory Committee (CAC) due to safety concerns.
- Xiaohan Zhong, from SRO Families United Collaborative, spoke using an interpreter. She urged the Task Force to keep BIC as is. She shared her family lives in an SRO and like the others who live in SROs rely on BIC to communicate their concerns with and receive assistance from DBI.
- Mao Yu, from SRO Families United Collaborative, spoke using an interpreter. She urged the Task Force to keep BIC as a governance body to help keep DBI transparent and accountable.
- Joel Coppel, a Planning Commissioner and electrician, noted the City's increasing dependence on electricity with electric vehicles and charging stations which heightens the need for maintaining or increasing safety standards. He urged the Task Force to keep BIC and the CAC as-is.
- Cyntiago Mes, research analysts at Unite Here, echoed other commentor's recommendation that the Task Force leave BIC as is.
- Alex Lanceford, Research Advocacy Director with the San Francisco Electrical Construction Industry, urged the Task Force to keep BIC as-is.
- Henry Karnilowicz, President of the South of Market Business Association, spoke on behalf of his organization and the Building Safety Alliance to strongly oppose altering BIC in any way and eliminating CAC to maintain safety and transparency standards.
- Heather Davies urged the Task Force to keep BIC, add a building code specialist with an international code council accreditation, add an equity and housing specialist, and retain BIC's authority to approve DBI contracts.
- Luce, a tenants advocate with Mission Action, spoke using an interpreter. She urged the Task Force to keep BIC as a governance body.
- Angelina, a member of Mission Action, urged the Task Force to keep BIC as a governance body to ensure tenants have safe homes to live in. She noted BIC champions the culturally competent and multilingual code enforcement outreach program which educates, mediates, and advocates for vulnerable tenants.
- Fred Sherman Zimmer, Housing Rights Committee member, stated BIC is crucial for tenants' protections.
- A member of the Tenderloin Housing Clinic urged the Task Force to keep BIC as-is.
- Rosa Shields, Political Director of the San Francisco Labor Council, noted her organization's concerns with making BIC advisory and eliminating the CAC.
- Jim Reed, a member of the Board of Examiners and Director of the Building Safety Alliance, emphasized the benefits BIC and CAC bring to the City. He noted that CAC has had members who have served for over 20 years.
- Juan Alejandro Garcia, representing the Chinatown Community Development Center, urged the Task Force to keep BIC as-is. He noted BIC is an important tool for tenants' rights to be heard and addressed.

- Alysabeth Alexander-Tut, BIC President and former tenant organizer, noted the body has improved over the last six years. In response to Chair Harrington’s question during public comment, she noted that allowing the DBI Director to select participants for the CAC as a passive meeting body could lead to corruption and other concerns DBI has been working to address. She urged the Task Force to keep BIC’s technical members.
- Sean Keegrant, a residential Builders Association member, urged the Task Force to keep BIC as-is.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
In terms of the safety of all 800,000-plus San Franciscans, this five-member Task Force must vote today to keep the Building Inspection Commission as a governance body and NOT make it a mere **advisory** committee. It must be allowed to nominate candidates for the DBI department head, too!

You are going way beyond the mandate of “Proposition E.”

During public comment, Chair Harrington asked Jim Reed for his thoughts on the staff recommendation to alter the CAC from a public meeting body to a passive meeting body with members appointed by the DBI Director so the body could continue its work without being codified. Mr. Reed stated he could not advise whether CAC should be a public meeting or passive meeting body but thought it should remain as-is and stressed the importance of the CAC’s work continuing. Debra Walker, a former long-serving CAC member, agreed with the staff recommendation. Ms. Walker supported making BIC advisory, keeping the mission in the Charter, and moving the functions to the Administrative Code to provide the City flexibility in the body’s responsibilities.

Vice Chair Bruss began the Task Force’s deliberation by asking Ms. Tut whether the membership qualification changes made by Proposition B (2022) had sufficiently addressed past conflict-of-interest challenges that made it difficult to fill seats. Ms. Tut responded that the new qualifications were sufficient but noted there are currently more vacancies than before. She also expressed appreciation for the technical expertise represented on the body.

In response to the positive sentiments about the CAC, Chair Harrington stated he was open to maintaining the body in the Administrative Code or allowing it to operate as a passive meeting body. He also indicated openness to keeping the Abatement Appeals Board within BIC. Ms. Mihal was unopposed to moving CAC to the Administrative Code and aligning it with the advisory body template, including imposing term limits. The Task Force debated the merits of making the CAC a public or passive meeting body.

Ms. Hayward noted that the Task Force requested staff investigate the implications of making BIC advisory. She affirmed the need for a body to perform the CAC’s work and noted that the only question was whether the body should be a public or passive meeting body, not whether the CAC’s work should cease. She also emphasized the importance of the BIC’s ability to comment on proposed legislation.

The Task Force deliberated on BIC’s appeals functions, including whether the Abatement Appeals Board (AAB) should be transferred to the Board of Appeals. Patrick O’Riordan, DBI Director, answered Task Force member questions regarding BIC’s role in adjusting DBI’s enforcement actions. Mr. O’Riordan stated that the AAB, which shares members with BIC, provides DBI with appropriate feedback for how

to address appeals and provide better customer service to San Franciscans. Mr. O’Riordan also stated his preference to have maximum transparency and accountability to continue building public trust and reforming DBI. Ms. Mihal noted that appeals heard at the AAB bring attention to shortcomings of DBI which can then be corrected so decoupling the AAB from BIC and DBI would not be ideal.

Chair Harrington elaborated on his comments at a previous meeting regarding corruption at DBI and BIC, noting that DBI suffered from systemic corruption. He stated commissioners are not responsible for individual corruption or malfeasance within a department, but commissions are responsible when such malfeasance is systemic.

The Task Force discussed whether to make BIC advisory or keep it as a governance body. Vice Chair Bruss noted if BIC were kept as a governance body it should be aligned to the governance body template, which includes removing the body’s ability to nominate the DBI Director, members serving at will and more. Ms. Kittler noted that tenant advocates could continue successfully using BIC as a forum to lobby the City on budget decisions even if the body were made advisory. She noted BIC’s appeals functions were a convincing reason to keep the body as governance. In response to the information shared by Mr. O’Riordan, Ms. Mihal noted that there were valid reasons to keep BIC as a governance body. She noted though that BIC’s establishing language could be moved to the Administrative Code to allow for flexibility in the body’s responsibilities as DBI continues its journey to rebuild public trust and root out poor processes. She also emphasized the importance of the BIC’s ability to comment on prospective legislation.

Ms. Mihal motioned to reverse the Task Force’s prior decision to transfer the AAB to the Board of Appeals, so instead the AAB would remain its own distinct body made up of BIC commissioners. Vice Chair Bruss seconded the motion. The motion passed unanimously by voice vote.

Vice Chair Bruss motioned to retain BIC with its current size and appointing authorities, while making the following changes: align the confirmation process, hiring and firing authority, and contract approval authority with the governance template; make members removable at will; set four-year term lengths with a three-term limit; make membership qualifications desirable at a body level; and move the Commission from the Charter to the Administrative Code. Ms. Kittler seconded the motion. The motion passed unanimously by voice vote.

In discussing her motion, Vice Chair Bruss raised that the Charter requires five members of BIC to approve DBI’s budget. She sought to remove that Charter provision and align BIC’s budget authority with the governance template. The Task Force deliberated whether any body has true budget authority, noting that budget decisions ultimately rest with the Board of Supervisors and Mayor.

Vice Chair Bruss motioned to remove the Charter provision requiring five members of BIC to approve the budget and align BIC to the governance body template’s budget authority. The motion was seconded by Chair Harrington. The motion passed 4-1 by voice vote with Ms. Kittler in opposition.

Chair Harrington motioned to move the CAC to the Administrative Code with this current structure, except to add a four-term limit– reversing the Task Force’s previous decision to eliminate the CAC and convert it to a passive meeting body. The motion was seconded by Ms. Hayward. The motion passed unanimously by voice vote.

The Task Force maintained their previous decision to transfer the Access Appeals Commission to the Board of Appeals as a subcommittee.

6. Deferred Decisions on Aging, Homelessness, and Children's Services Bodies (Action Item)

Materials: [Presentation](#)

Joanna Bell, Senior Performance Analyst with the Controller's Office, opened the item by presenting outstanding Task Force decisions for several public bodies. First, she reviewed the Task Force's prior decision to retain the Homeless Oversight Commission and merge it with the Local Homeless Coordinating Board. She proposed a structure for the new body, specifically a Homelessness Advisory Board (HAB) with seven members. She noted that a Continuum of Care Subcommittee would be part of the HAB and that the City Attorney's Office would help define the subcommittee's decision-making authority.

Ms. Bell then presented the remaining body-specific deferred decisions: a proposal to merge the Disability and Aging Services Advisory Council with the Dignity Fund Oversight and Advisory Committee, options for the structure of and continued departmental engagement in lieu of the City's two Service Provider Working Groups, and specific seats to remove from the Juvenile Justice Coordinating Council to partially align it with the advisory committee template.

Public comment was received by five speakers:

- Dr. Allen Cooper, President of the Advisory Council to the Disability and Aging Services Commission, spoke in support of retaining a 22-member structure for the merged advisory council and emphasized the importance of having one member from each supervisorial district.
- Marie Jobling, Co-chair of the Dignity Fund Coalition, supported the merger of the two advisory bodies on the condition that the Task Force retain the 22-member structure to manage the increased workload. She also requested that service provider engagement be codified in the Administrative Code if the Dignity Fund Service Provider Working Group is removed from the Charter.
- Patrick Monette-Shaw provided comment and submitted the following written summary:
Regarding the Disability and Aging Services Commissions Advisory Body and the Dignity Fund Oversight Advisory (DF OAC) Committee, the October 15 meeting minutes only reports on page 11 that the Streamlining Task Force voted to eliminate the LTCCC, but neither the meeting minutes nor the 11/21/2025 update of the "Decision Log" (page 16) report what decision the Streamlining Task Force made with respect to the LTCCC's nominating and appointing authority to appoint three members to the Dignity Fund Oversight and Advisory Committee (DF OAC).

Shouldn't the Streamlining Task Force be deciding what to do with the three appointments to the DF OAC during today's meeting? And shouldn't that be explicitly stated in the "Decision Log"?

- Madison Holland, a member of the Children, Youth, and Their Families Service Provider Working Group, spoke on behalf of the group's leadership team in support of retaining the body as a formal advisory group. She opposed a three-year sunset date and advocated for alignment with the Children's Fund baseline in 2041.

- Vincent Crisostomo echoed support for retaining the 22-member structure of the merged advisory council and emphasized the importance of representation for the HIV-affected aging population.

During public comment, Chair Harrington confirmed with Ms. Jobling that the details on slide 23 aligned with her expectations of what the newly merged aging advisory council would look like.

Homelessness Advisory Board (HAB)

Task Force members expressed appreciation for staff's work in developing the proposals. Sophia Kittler moved to adopt the proposed structure for the Homelessness Advisory Board and its Continuum of Care Subcommittee as outlined on slide 21, keeping membership flexible with up to 13 seats. Ms. Bell clarified that while federal regulations require Continuum of Care members to self-nominate to their governing body, in San Francisco, recipients of Continuum of Care funding are considered members. She recommended that implementation details be ironed out in consultation with stakeholders and the Department of Homelessness and Supportive Housing. Vice Chair Bruss seconded the motion, and it passed unanimously by voice vote.

Disability and Aging Services Advisory Council & Dignity Fund Oversight and Advisory Committee

Vice Chair Bruss moved to adopt the staff recommendation, including retaining the 22-member structure. Sophie Hayward seconded the motion. Chair Harrington noted that the Task Force's final report should address the transition from the current bodies to the new merged council and the status of existing members. The motion passed unanimously by voice vote.

Service Provider Working Groups

The Task Force then discussed the Service Provider Working Groups. Vice Chair Bruss stated that she did not support reversing the prior decision to eliminate them as formal public bodies, noting that their current structures were incompatible with the Brown Act. She appreciated the efforts by children's advocates to propose a compliant structure but did not see the need to create a new advisory body. Vice Chair Bruss moved to adopt the staff language on slide 26 for the Department of Disability and Aging Services, which codified service provider engagement without creating a new advisory body. Sophia Kittler seconded the motion, and it passed unanimously by voice vote.

Chair Harrington then moved to adopt the proposal on slide 27 for the Department of Children, Youth, and Their Families, which would establish a formal Service Provider Working Group with seven members. Natasha Mihal seconded the motion and proposed that the sunset date be set at three years rather than aligned with the Children's Fund baseline in 2041. The motion passed by a vote of 3-2, with Vice Chair Bruss and Ms. Kittler opposed.

Juvenile Justice Coordinating Council

Finally, the Task Force revisited its prior direction to reduce the membership of the Juvenile Justice Coordinating Council from 20 to 15 seats. Chair Harrington and Natasha Mihal reflected on the Task Force's earlier, more rigid approach to membership counts and expressed support for retaining the current 20-member structure. Ms. Mihal motioned to make no changes to the council's membership. Sophie Hayward seconded the motion, and it passed unanimously by voice vote.

7. Deferred Decisions on General Administration and Finance Bodies (Action Item)

Materials: [Presentation](#)

Joanna Bell, Senior Performance Analyst with the Controller's Office, presented the staff recommendations for the Ballot Simplification Committee. Proposed changes covered the member nomination and appointment process, seat qualifications, and term limits.

Public comment was received by one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
The City Administrator's staff recommendation to the Streamlining Task Force specifically stated for the for the Ballot Simplification Committee:

"The Task Force should not modify the appointment process or qualifications. While it is unusual to explicitly task outside organizations with nominating members, the approach appears to be effective in maintaining the Committee's independence and nonpartisan character. Additionally, the current qualifications promote public confidence that members are selected for their professional expertise."

You voted to potentially change the nominations for the Ballot Simplification Committee members and also modify its member qualifications and nomination provisions — ignoring the Task Force's own staff recommendation against doing so. As of November 19, the Staff had not yet provided recommendations about those changes, which remain unresolved.

You should vote today to retain the existing qualification and make no changes, as your own Support staff had recommended.

Following public comment, Task Force members discussed the proposal. Sophia Kittler asked Ms. Bell to reiterate the rationale for not imposing term limits. Ms. Bell explained that the committee's technical nature and infrequent meetings make continuity especially valuable and that term limits could hinder the development of necessary expertise.

Vice Chair Bruss expressed strong support for the committee, describing its work as difficult, important, and a "learned muscle." She agreed that term limits were not appropriate and noted that frequent turnover could disrupt the committee's effectiveness. She also supported the revised qualifications language for the SF Unified School District (SFUSD) seat, which has historically been difficult to fill. Sophie Hayward also endorsed these changes.

Ms. Kittler acknowledged the value of institutional knowledge but raised concern about the potential downsides of having the same individuals serve for decades, suggesting that rotation could help others build expertise.

Vice Chair Bruss moved to accept the staff recommendations: allow the SFUSD Superintendent to directly appoint the designated seat, adopt the changes to that seat's qualifications, and maintain no term limits. Ms. Hayward seconded the motion, and it passed unanimously by voice vote.

8. Reviewing and Revising Preliminary Decisions (Action Item)

Materials: [Presentation](#); [Attachment A – Seat Qualifications](#); [Attachment B – Advisory Body Sunset Dates](#); [Attachment C – Memo from the City Attorney’s Office](#); [Attachment D – Section-by-section description for Charter amendment sample language](#); [Attachment E – Charter amendment sample language](#)

Chelsea Hall, Senior Project Analyst with the City Administrator’s Office, presented two deferred decisions. First, she reviewed the Task Force’s decisions regarding member qualifications. Ms. Hall noted that the Task Force has increasingly moved toward converting mandatory qualifications into desirable, body-level guidelines. However, only a few bodies had been explicitly updated to reflect this approach. She concluded her presentation by detailing several options for staggering sunset dates for advisory bodies to prevent all expirations from occurring at the same time.

Public comment was received by one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
The “sneak peek” samples includes modifying several items in City Charter §4.102, including removing the annual statements of purpose, and removing the requirement to hire a commission secretary.

Both recommendations are nonsense.

First, the idea Commissions shouldn’t have a dedicated Commission Secretary is a terrible idea, because “institutional knowledge” about a given Board’s current affairs would vanish. Removing the requirement to appoint a Commission’s secretary will impair managing the affairs and operations of the body.

Second, eliminating the current Charter provision requiring annual reports runs contrary to the principle of annual performance appraisals for City employees. That’s bonkers!

Your November 19 **meeting minutes** clearly stated the Task Force removed annual report requirements only for decision-making bodies; the sample draft Charter change language Jon Giver presented shows the annual report requirement will be removed from **all** boards and commissions, not just decision-making bodies. **Revisit and reverse this decision! Keep annual reports!**

Seat Qualifications

During the discussion, Vice Chair Bruss requested a consistency check for any remaining seat-specific qualifications for governance bodies, clarifying that she was interested in revisiting qualifications for those bodies only. The Task Force agreed to return to the topic at a future meeting and to leave previously adopted decisions for advisory body qualifications as-is.

As to the bodies with split appointments, Vice Chair Bruss moved to make qualifications for the Small Business Commission and the MTA Citizens’ Advisory Council desirable at the body level, applicable to all appointing authorities. Sophia Kittler seconded the motion, and it passed unanimously by voice vote.

Regarding the Immigrant Rights Commission, Ms. Kittler moved to retain the requirement that eight of the fifteen members be immigrants, with the requirement split with two seats for the Mayor and six seats

for the Board of Supervisors appointments. Natasha Mihal seconded the motion, and it passed unanimously by voice vote.

Regarding the inconsistency between the Human Services Commission and the Disability and Aging Services Commission, Task Force members agreed to allow their prior decisions to stand.

Staggering Sunset Dates

The Task Force then discussed staggering sunset dates for advisory bodies. Members debated when to begin the clock for three-year sunsets and considered grouping bodies by subject matter or establishing authority (Charter vs. Code).

After discussion, the Task Force proposed keeping the existing sunset dates for the Cannabis Oversight Committee and Free City College Oversight Committee. All other advisory bodies would be assigned staggered sunset dates in thirds, beginning on June 1st of 2026, 2027, and 2028. This would result in expirations from 2029 through 2031, with bodies established in the Administrative Code generally sunsetting sooner. The Task Force asked staff and the City Attorney's Office to draft a proposed schedule with groupings.

Draft Charter Amendment

Chief Assistant City Attorney Jon Givner then previewed the draft Charter amendment, which will be considered more fully during an upcoming Task Force meeting in January. He explained that the amendment would create a binary classification for public bodies: decision-making bodies (commissions) and advisory bodies. These definitions would be layered throughout the Charter to clarify which rules apply to each type. Article IV of the Charter would be updated to reflect these distinctions, with general rules applying to all bodies and specific rules for commissions.

Mr. Givner noted that the amendment would remove outdated language and clarify ambiguous provisions, such as voting thresholds and gendered pronouns. He also discussed how the governance template would be applied to existing Charter bodies, with default rules for term lengths and limits. Exceptions would be made where the Task Force had already approved departures from the template.

Mr. Givner also addressed bodies created by voter initiative ordinances, which cannot be amended by ordinance at the Board of Supervisors (BOS) unless explicitly authorized. The Charter amendment would include language allowing the BOS to make targeted changes to specific provisions, such as imposing term limits on the ratepayer representative of the Refuse Rate Board. The Task Force debated whether such changes should be discretionary ("may") or mandatory ("must"), ultimately agreeing that narrowly prescribed changes made by the Task Force should be considered mandatory. The Task Force also discussed how to memorialize decisions to eliminate certain bodies, such as the Street Artists Advisory Committee, in a way that respects affected communities. Mr. Givner agreed to revise the Charter amendment language to reflect the specificity of the Task Force's decisions and distinguish between ministerial actions and discretionary authority.

Public comment was received by one speaker:

- Patrick Monette-Shaw provided comment and submitted the following written summary:

9. Future Agenda Topics (Discussion Item)

Rachel Alonso, Project Director, explained that the next meeting would be held earlier than usual – on Friday, December 12 at 10:00 a.m. – and would focus on some additional deferred decisions. She emphasized the importance of confirming which items the Task Force wished to revisit, given that public input had already been received and outreach would be necessary if items were to be reconsidered.

Ms. Alonso asked members to indicate whether they wished to reopen and reconsider decisions related to two categories: (1) establishing authority for six bodies proposed to be moved from the Charter to the Administrative Code (Library Commission, War Memorial Board of Trustees, Juvenile Probation Commission, Historic Preservation Commission, Airport Commission, and Health Commission), and (2) hiring and firing authority for the Civil Service Commission (regarding the Director of Human Resources), the Sheriff's Department Oversight Board (regarding the Inspector General), and the Southeast Community Facility Commission (regarding its facility director).

Sophia Kittler clarified that the original discussion about moving bodies out of the Charter was intended as a framework consideration rather than a definitive recommendation. She proposed rescinding the Historic Preservation Commission from the list, citing robust prior discussion and a lack of interest from the Mayor's Office in revisiting the issue.

Sophie Hayward expressed opposition to bringing any of the six bodies back for discussion, noting that even when the Task Force intends to revisit just one aspect, the conversation often expands to reconsider every aspect of the body. Chair Harrington agreed, stating that unless three members expressed strong interest in revisiting a topic, it should not be brought back. Members did not express the requisite interest in reopening any of the six bodies.

After some deliberation about hiring and firing authority, the Task Force members similarly agreed that there was no need to revisit those decisions. They acknowledged that while some decisions may be inconsistent, they were not necessarily problematic.

Ms. Alonso then raised two additional items for potential reconsideration based on correspondence received from external stakeholders. The first was the Reentry Council, which had requested that the Task Force revisit its recommendation to remove the body's formal status and convert it to a passive meeting body. Some Task Force members expressed concern about setting a precedent where any group could request reconsideration and potentially derail the Task Force's process and agreed not to re-agendize the Reentry Council item. Vice Chair Bruss and Ms. Kittler also requested that future reconsideration requests be initiated by Task Force members during the "Future Agenda Topics" item at the end of each meeting.

The second item was the SOMA Community Planning Advisory Committee. Ms. Alonso explained that the Planning Department had been working on independent legislation to reduce the number of seats, simplify qualifications, and eliminate certain functions in response to changes in state law. For efficiency reasons, the department had asked whether the Task Force would consider incorporating these changes into its own legislation. Task Force members agreed that the Planning Department had sufficient agency and flexibility and that no further action was needed.

Ms. Alonso then reviewed the agenda for the December 12 meeting. She also confirmed that the regular meeting scheduled for Wednesday, December 17 would be cancelled and replaced by a special meeting on Thursday, December 18 at 4:00 p.m. at the Southeast Community Center.

Public comment was received by two speakers:

- Mark Morowitz, Health Commission Secretary, expressed appreciation for the Task Force’s thorough work and stated that the Health Department should be considered equal to the Fire and Police Departments in terms of public safety and institutional importance. Due to audio issues, his full remarks were not captured, and he was invited to submit written comment.
- Patrick Monette-Shaw criticized the scheduling of the December 12 meeting at 10:00 a.m., stating that the early start time was difficult for him. He requested that the agenda be posted online as soon as possible and expressed interest in seeing more detail about the items to be discussed.

10. General Public Comment

One member of the public provided comment during the general public comment period:

- Patrick Monette-Shaw provided comment and submitted the following written summary:
The majority of changes the Streamlining Task Force has made to date were all extremely unpopular with San Francisco voters, or voters would not have enacted to many Charter changes at the ballot box throughout the years. It’s why voters rejected “*Prop. D*” in November 2024! The Task Force has taken a wrecking ball to voter’s past decisions regarding open and accountable government.

“*We the People*” who are tired of being *SPUR’ned* must reject this nonsense, by rejecting the Mayor’s Charter change ballot measure for commission reform in November 2026. Just as we voted against “*Proposition D*” in November 2024, we need to be prepared to reject whatever this “*Proposition E*” Streamlining Task Force is apparently going to foolishly place on our ballot a year from now in collaboration with the Supervisor Mandelman–Mayor Lurie Task Force! Lurie must be handed his first ballot measure defeat next November.

11. Adjournment

Chair Harrington adjourned the meeting at 7:10 p.m.

Minutes prepared by Hannah Kohanzadeh, Principal Project Analyst and Chelsea Hall, Senior Project Analyst.