

**San Francisco Office of the City Administrator**

# Stakeholder Engagement

Commission Streamlining Task Force

June 4, 2025

# Agenda

1. Purpose & Goals
2. Task Force Timeline
3. Previous Discussion
4. Task Force Provide Feedback on Tentative Engagement Proposals

- Public Body Members and Staff
- Other Department Staff
- Public

# Purpose of Today's Presentation

- Facilitate a discussion to solicit Task Force member feedback
- Advance thinking since prior conversation in March
- Confirm what type of information you need and from who to make decisions about maintaining, modifying, merging, or eliminating 100+ individual public bodies
- Prepare staff to proceed with engagement activities

# Timeline - Complete

Month	Work Plan
Feb	Adopt by-laws and meeting schedule; work plan; research questions; workbook/data gathering plan
Mar	Expert discussions (Corey Cook, SPUR); stakeholder engagement; workbook/data update
Apr	Expert discussions (Prop E campaign, Civil Grand Jury); BLA's financial analysis plan; commission purposes
May	Expert discussions (Corey Cook, BOS Clerk); workbook/data update; begin discussing templates; departments respond to BLA financial request

# Timeline - Current

Month	Work Plan
Jun	Revisit stakeholder engagement (departments and commissioners); departments validate workbook/data; continued template discussion; decision-making process and criteria
Jul	Inactive bodies (TF action); continued template discussion
Aug	BLA's financial analysis results (tentative); conclude Tier 1 decision-making (80% of template components); revisit stakeholder engagement (public)
Sep	<b>BLA report due (Sep 1)</b> ; begin Tier 2 discussion (policy discussions around clusters of departments or service areas so as to decide what to do with 80% of individual bodies)
Oct	Conclude tier 2 decision-making (80% of individual bodies); begin tier 3 decision-making (the remaining 20% of template components and individual bodies)
Nov	Conclude tier 3 decision-making (the remaining 20% of template components and individual bodies)

# Timeline - Conclusion

Month	Work Plan
Dec	CON present draft Task Force report and recommendations for public and TF comment; begin discussing drafting legislation
Jan	CON present final Task Force report and recommendations (TF action); continue discussing drafting legislation
Feb	<b>Task Force report due (Feb 1)</b> ; present final draft legislation
Mar	<b>Charter Amendment due (Mar 1)</b>
Apr	<b>BOS hearing (Apr 1 deadline)</b>

# Previous Discussion

- General principles identified in March 19<sup>th</sup> meeting:
  - Individual Task Force members should conduct independent outreach to demonstrate transparency/accessibility and augment limited staff resources
  - Carefully craft our messaging when we request feedback so as not to make anyone feel like they must justify their existence
  - Have a plan for what to do with the data before collecting any of it

# Public Body Members & Staff

## Task 1: Internal Secretary Meeting

Meetings series no longer exists, but staff can schedule a one-off in July or August to solicit feedback. One or two Task Force members are welcome to attend.

## Task 2: Appointee Survey

Anonymous online survey about the usefulness of commissioners' work.

Ask different questions based on the type of work currently performed.

Ask about tensions rather than large, open-ended questions

## Task 3: Public Commission Meetings

Task Force members present to and ask questions at meetings of other public bodies (1-2 meetings per Task Force member)



# Potential Questions

Topic	Task 1 (Public Body Secretary Meeting Group Discussion)	Task 2 (Anonymous Appointee Survey)	Task 3 (Public Body Meeting Public Discussion)
Purpose/ Relevance		X	X
Effectiveness	X	X	X
Accomplishments	X	X	
Participation and Public Engagement		X	
Productivity of Discussions	X	X	X
Workload/ Time and Effort		X	
Inefficiencies	X	X	
Areas of Improvement	X	X	
Background		X	

# Other Department Staff

## Task 1: Attend existing citywide meetings

Committee on  
Information  
Technology (COIT):  
Jul 17

CFO Forum: July 3/10  
or Sep 11

Procurement Advisory  
Body: Jul 30 or Aug 27

HR:TBD

## Task 2: Survey

Anonymous online survey  
of department heads and  
up to ten\* of their  
designees (could be fewer  
for small departments)

When shared, information  
would be aggregated

## Task 3: Public Task Force Meetings

Invite department  
representatives to speak  
before the Task Force in  
late summer or fall

# Potential Questions

Topic	Task 1 (Existing Citywide Meetings)	Task 2 (Anonymous Employee Survey)	Task 3 (Task Force Public Discussion)
Relevance		X	
Impact	X	X	X
Workload/ time and effort			
Benefits	X	X	X
Inefficiencies		X	
Areas of improvement	X	X	X

# Members of the public

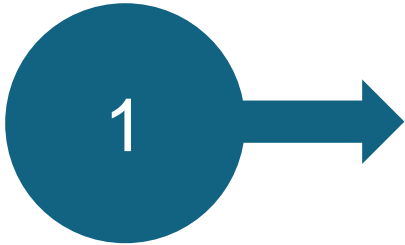
## Ideas from Prior Discussion

1. Publicize our process and meetings in BOS newsletters now
2. Use commissions' mailing lists
3. Wait until the Task Force has formed tentative conclusions to which the public can react
4. Mimic political campaigns by offering to present to clubs and neighborhood groups, many of which took positions on Props D and E
5. Present to and ask questions at commission meetings

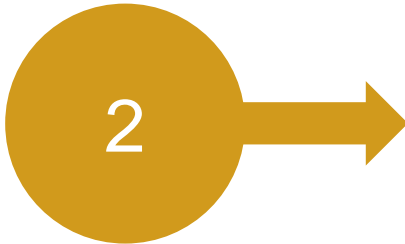
## Current Questions

- A. What is the goal for public engagement?
  - Transparency/provide information (throughout our process)
  - Gather input early (this summer) to inform recommendations (drafted in the fall)
  - Gather feedback on draft recommendations (in Dec) before finalizing (by Feb 1)
- B. How can we guarantee these approaches result in feedback from diverse voices?
  - Ensure all BOS members publicize
  - Be mindful of which neighborhood groups we contact

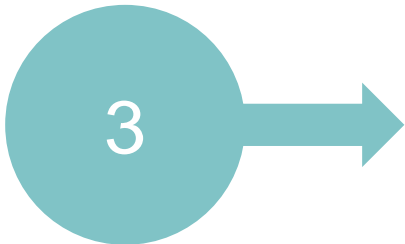
# Next steps



Staff Proceed  
with Engagement



Staff Return to Task Force  
with Further Refinements



Abandon Outreach Idea  
(Permanently or Temporarily)