



July 27, 2026

Trent Rhorer
Executive Director
Human Services Agency
City and County of San Francisco

Re: Establishment of the Food Security Council

Dear Director Rhorer,

I am writing to direct you to establish the Food Security Council (the "Council") as an Advisory Committee under San Francisco Sunshine Ordinance §67.3(c)(1). The Council will serve as an advisory body to the Mayor's Office and City departments to provide the cross-sector coordination and expert guidance necessary to reduce food insecurity for San Franciscans.

Purpose

The Food Security Council will advise the Mayor's Office and City departments on food security strategy, policy, and program implementation. Its work will strengthen the City's capacity to assess needs, align investments, and respond to the evolving food security landscape facing San Francisco residents. The Council's role is advisory and strategic; it does not advise on, evaluate, or make recommendations regarding specific funding allocations, grant awards, contracts, or procurement decisions, which remain the responsibility of the City and its departments under their established competitive and procurement processes.

Duties

Members of the Food Security Council are charged with the following:

- Facilitating coordination, information sharing, and education across food security programs, investments, and partners;
- Surfacing challenges and supporting cross-sector solutions to address barriers and advance food security priorities;
- Advising on the City's approach to food security reporting, supporting community input processes, and providing feedback on preliminary findings;
- Recommending strategies to strengthen food policy and programs.

Structure and Meetings

The Council will convene quarterly as a passive meeting body. It will be co-chaired by a representative of a proposed Office of Food Security Coordination (OFSC) and a community group representative drawn from the Council's membership. As part of its regular meeting cycle, the Council will receive an annual budget presentation from the OFSC and the Mayor's Budget Office. The Council may also invite representatives from other City departments or community groups to join its meetings for select strategic discussions, as needed.

Membership

The Council will consist of 15 dedicated seats. City department and community-based organizations will serve three-year terms, while community members will serve an initial term of one year, with the option to extend up to a maximum of three years. Seats will be appointed by the Mayor's Office through an open nomination process, with nominations accepted from any member of the public



and specifically solicited from the Board of Supervisors, select City departments, and, once selected, existing Food Security Council members. Membership will be composed as follows:

- **Two (2) co-chair seats:** A representative from the Office of Food Security Coordination (OFSC) and a representative from a community-based organization with demonstrated knowledge and expertise in food security and demonstrated community representation.
- **Five (5) community-based organization (CBO) seats:** Representatives from organizations with demonstrated knowledge and expertise in food security and demonstrated community representation (e.g., through convenings, surveys, and other community inputs), including the primary USDA commodity distributor and providers serving diverse populations. For purposes of these seats, "community-based organizations" include, but are not limited to, direct service providers, faith-based organizations, and community coalitions.
- **Five (5) City department or local public entity seats:** Department heads or designees from the Department of Disability and Aging Services – Office of Community Partnerships (DAS-OCPP), the Department of Public Health (DPH), the San Francisco Unified School District (SFUSD), the Department of Homelessness and Supportive Housing (HSH), and the benefits/CalFresh function within the Human Services Agency (BFS-CalFresh).
- **Three (3) community member seats:** Representatives who are individuals who participate in food security programs or are otherwise at risk of food insecurity.

Membership is intended to reflect the diversity of the City. In appointing the CBO and community member seats, the Mayor's Office will aim to identify organizations and individuals that represent groups experiencing the highest rates of food insecurity in San Francisco. Demographically, this includes American Indian and Alaska Native, Black/African American, Native Hawaiian or Pacific Islander, and Hispanic residents; geographically, it includes the neighborhoods of Treasure Island (94130), the Financial District (94104), Lower Nob Hill/Chinatown/Downtown (94108), Civic Center/Tenderloin (94102), Chinatown/Embarcadero (94111), and Bayview/Hunters Point (94124); and it reflects age diversity spanning both young people and seniors.ⁱ

Members serve at the pleasure of the Mayor's Office and may be removed at will, consistent with the standards recommended by the Commission Streamlining Task Force in its Final Report.ⁱⁱ A vacancy created by removal, resignation, or expiration of a term will be filled through the appointment process described above, and a member appointed to fill a mid-term vacancy serves the remainder of the unexpired term.

I ask that you take the steps necessary to convene the Council's inaugural meeting in October 2026 and to ensure that appointments, notices, and meeting procedures are carried out in accordance with this directive and applicable law. Please do not hesitate to contact my office with any questions.

Sincerely,

Daniel Lurie

Mayor, City and County of San Francisco

ⁱ These demographic, geographic, and age-related factors are intended to guide appointment and outreach efforts but are not intended to establish reserved seats or representation requirements. San Francisco Department of Public Health, 2023 San Francisco Biennial Food Security and Equity Report (2023), available at <https://www.sf.gov/information/biennial-food-security-and-equity-report>.

ⁱⁱ Commission Streamlining Task Force Final Report (January 2026), available at https://media.api.sf.gov/documents/Commission_Streamlining_Task_Force_Final_Report.pdf