



**City and County of San Francisco  
YOUTH COMMISSION  
Housing, Recreation, & Transit Committee**

**MINUTES**

**Monday, October 28, 2024  
5:30pm**

**IN-PERSON MEETING  
City Hall, Room 278  
1 Dr. Carlton B. Goodlett Place,  
San Francisco, CA 94102**

**Members:** Winnie Liao (D3), Jin Valencia-Tow (D7), Harper Fortgang (D8), Imaan Ansari (D11), Eloise Krehlik (Mayoral), Ava Oram (Mayoral).

**Present:** Winnie Liao, Jin Valencia-Tow, Harper Fortgang, Imaan Ansari, Eloise Krehlik, Ava Oram.

**Absent:** None.

**Tardy:** None.

The San Francisco Youth Commission's Housing, Recreation, & Transit Committee met in-person with remote access, on October 28, 2024, with acting Chair Valencia-Tow presiding.

**1. Call to Order and Roll Call for Attendance**

Acting Chair Valencia-Tow called the meeting to order at 5:37pm.

On the call of the roll:

Roll Call Attendance: 6 present.

Winnie Liao (D3) - present  
Jin Valencia-Tow (D7) - present  
Harper Fortgang (D8) - present  
Imaan Ansari (D11) - present

Eloise Krehlik (Mayoral) - present  
Ava Oram (Mayoral) - present

A quorum of the Housing, Recreation, & Transit Committee membership was present.

## **2. Communications**

Joshua Rudy Ochoa, Community Partnership Specialist of the SFYC, shared communications and meeting announcements with Commissioners.

## **3. Approval of Agenda (Action Item)**

Commissioner Ansari, seconded by Commissioner Oram, motioned to approve the October 28, 2024 Housing, Recreation, & Transit Committee meeting agenda. No discussion. No public comment. The motion carried by the following roll call vote:

Roll Call Vote: 6 ayes.

Winnie Liao (D3) - aye  
Jin Valencia-Tow (D7) - aye  
Harper Fortgang (D8) - aye  
Imaan Ansari (D11) - aye  
Eloise Krehlik (Mayoral) - aye  
Ava Oram (Mayoral) - aye

Action: Agenda Approved.

## **4. Approval of Minutes (Action Item)**

### **a. July 8, 2024 (Packet Materials)**

Commissioner Oram, seconded by Commissioner Liao, motioned to approve the July 8, 2024 Housing, Recreation, & Transit Committee meeting minutes. No discussion. No public comment. The motion carried by the following roll call vote:

Roll Call Vote: 6 ayes.

Winnie Liao (D3) - aye  
Jin Valencia-Tow (D7) - aye  
Harper Fortgang (D8) - aye  
Imaan Ansari (D11) - aye  
Eloise Krehlik (Mayoral) - aye  
Ava Oram (Mayoral) - aye

Action: Minutes Approved.

**5. Public Comment on matters not on Today's Agenda** (2 minutes per comment)

No public comment.

**6. Committee Business** (discussion & possible action)

a. HRT Chair and Vice Chair Elections

Specialist Ochoa explained the process of nomination and election for the Chair and Vice Chair positions. Ochoa explained what the roles and responsibilities were for both Chair and Vice Chair.

Commissioner Ansari nominated herself for Chair, and accepted the nomination. She spoke on why she should be elected. No questions. The motion carried by the following roll call vote:

Roll Call Vote: 6 Ansari.

Winnie Liao (D3) - Ansari  
Jin Valencia-Tow (D7) - Ansari  
Harper Fortgang (D8) - Ansari  
Imaan Ansari (D11) - Ansari  
Eloise Krehlik (Mayoral) - Ansari  
Ava Oram (Mayoral) - Ansari

Action: Commissioner Ansari has been elected Chair.

Commissioner Valencia-Tow nominated Commissioner Fortgang for Vice Chair, and she accepted the nomination. She spoke on why she should be elected. No questions. The motion carried by the following roll call vote:

Roll Call Vote: 6 Fortgang.

Winnie Liao (D3) - Fortgang  
Jin Valencia-Tow (D7) - Fortgang  
Harper Fortgang (D8) - Fortgang  
Imaan Ansari (D11) - Fortgang  
Eloise Krehlik (Mayoral) - Fortgang  
Ava Oram (Mayoral) - Fortgang

Action: Commissioner Fortgang has been elected Vice Chair.

b. HRT Committee Recap for 2023/2024

Specialist Ochoa went over a summary of the resolutions, motions, projects, and budget and policy priorities from the 2023/2024 Youth Commission term.

c. HRT Legislative Priorities & Goal-Setting for 2024/2025

Specialist Ochoa defined legislative priorities and commissioners discussed their ideas. Commissioner Oram mentioned the Free Muni for All Youth program, safer bike lanes (specifically on Valencia St), extending bus routes to accommodate more riders, making schools more transit accessible, and equitable access to the Presidio. Commissioner Ansari mentioned Vision Zero and improving local parks, especially ones in disrepair. Commissioner Valencia-Tow mentioned rent control and tenant protections. Commissioner Fortgang mentioned protection against sea level rise, requiring green appliances in new housing, implementing the EV charger legislation citywide, and increasing transit frequency during school hours. Commissioner Liao mentioned single-room occupancy units (SROs), zoning laws, and improving community spaces. Commissioner Krehlik mentioned free public transit (MUNI/BART/Caltrain), prioritizing bike lanes near schools and libraries, and youth and TAY homelessness.

Specialist Ochoa defined goal-setting and commissioners discussed their goals for the committee. Commissioner Oram mentioned having regular updates on various community events. Commissioner Ansari mentioned icebreakers at the start of every meeting, a training on how to do research to encourage everyone to include presenters. Commissioner Valencia-Tow mentioned updating the committee on relevant legislation. Commissioner Fortgang mentioned inviting youth and community organization presenters. Commissioner Liao mentioned strong attendance, having fun, inviting city departments to do presentations. Commissioner Krehlik mentioned communicating well with one another. Specialist Ochoa mentioned he would be emailing everyone about the agenda and meeting information.

d. HRT-related Updates

Specialist Ochoa said that the only date that worked for the most members was Tuesday, November 12th, from 5:30pm to 6:30pm.

**7. Announcements** (this includes Community Events)

Commissioner Ansari invited everyone to the KAWL Youth Empowerment Forum tomorrow from 5pm to 7:30pm.

**8. Adjournment**

There being no further business on the agenda, the Housing, Recreation, & Transit Committee adjourned at 6:37pm.



Tuesday, November

12th

# Smoke-Free Housing For San Francisco

*Youth Policy Leaders @ Bay Area  
Community Resources*



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## Our Team



- Lead ECLS: Angel B & Yongyi L
- ECLS: Abner V. Aaliyah D., Gio E and Rosa P.
- Project Coordinator: Phia Halleen





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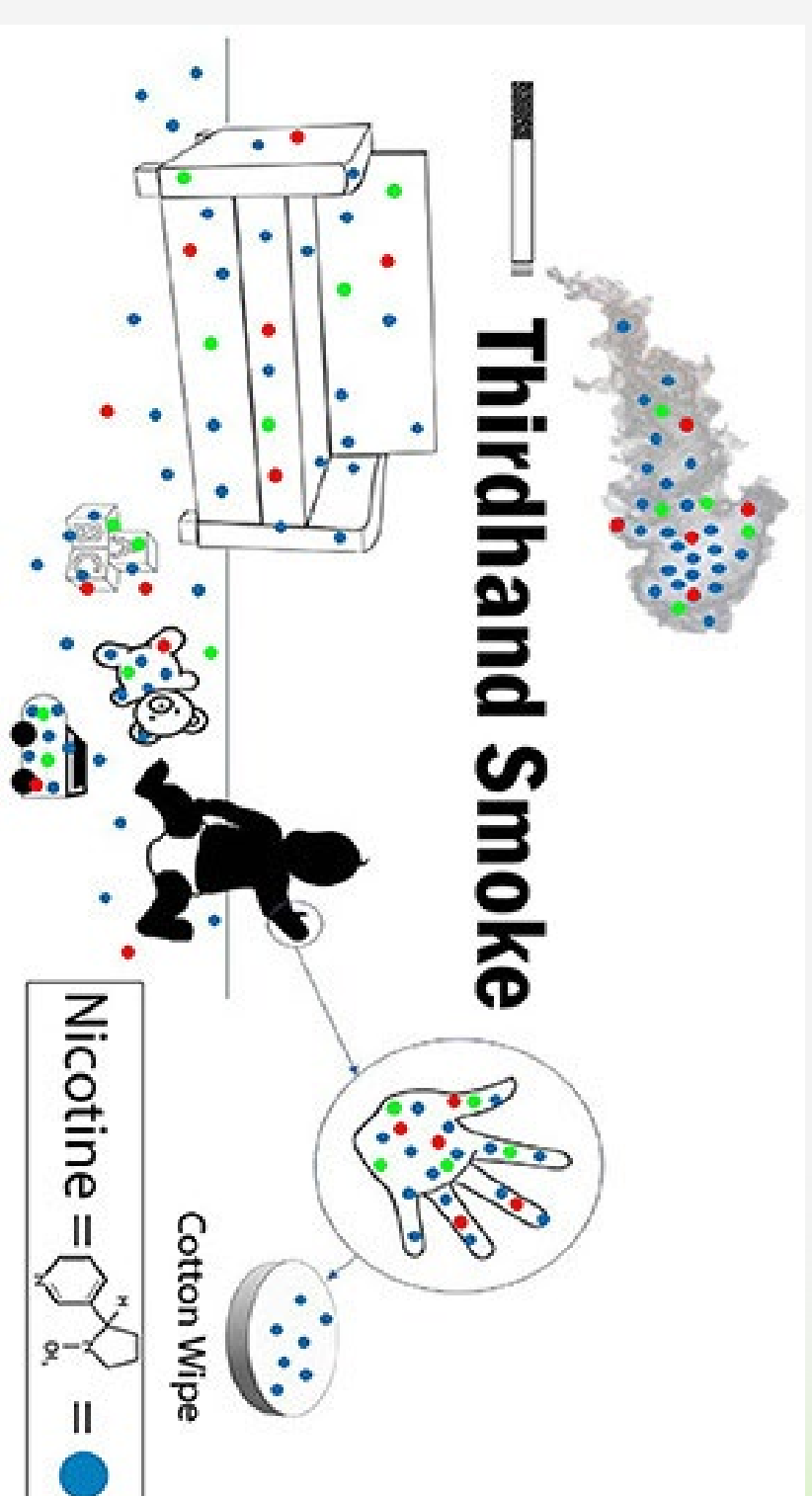
**Imagine... living in a smoke-free building.**

**What does smoke-free living look, feel and smell like?**





# Secondhand versus Thirdhand Smoke

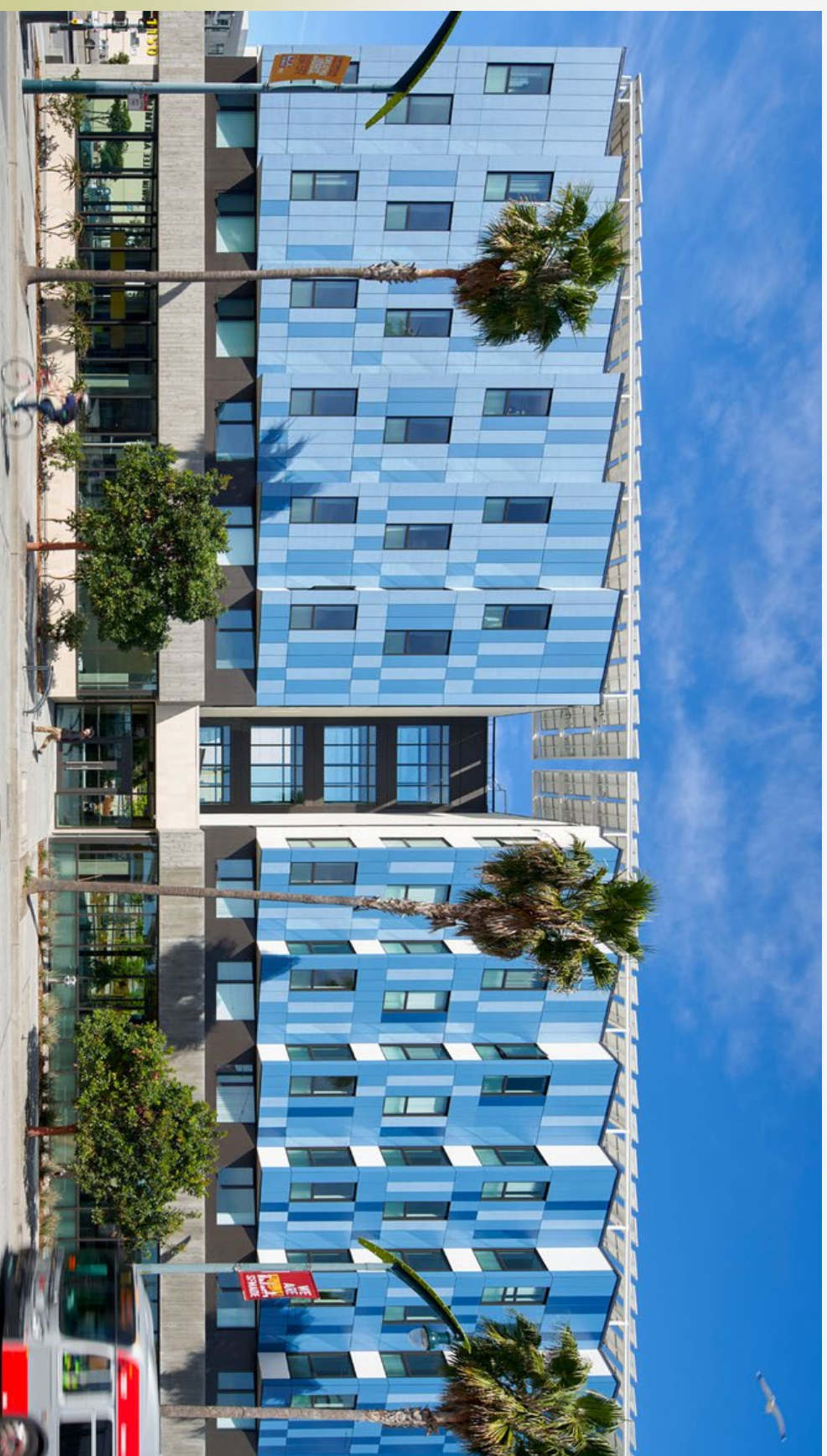




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# What is Multi-Unit Housing?



Over 50% of San Franciscans Live in MUH\*

OUR TOPIC





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# Why is Smoke-Free Housing Important?



OUR TOPIC





## Secondary Research Key Findings

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- **All people would benefit from smoke-free housing, including smokers.**
- Second and Third-hand smoke impacts everything about people's experiences in their homes (e.g. sleeping, eating, hosting, etc).
- Families with children, our elders, pregnant people, immunocompromised folks, and low-income residents are most impacted by long-term consequences from secondhand and thirdhand smoke.
- **San Francisco leads the way in banning smoking in public spaces and tobacco products (e.g. vape flavor ban, flavored tobacco) but is behind when it comes to smoke-free multi-unit housing policy.**

\*From YPL 2022 MUH Secondary Research



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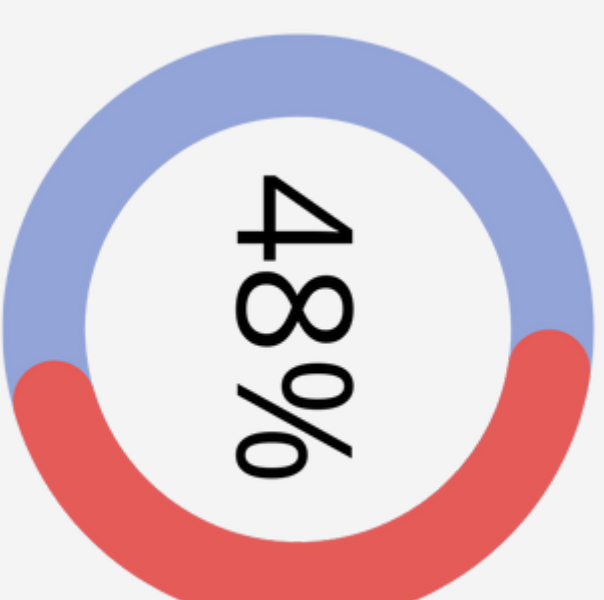
## 2023 MUH Resident Survey Findings



**59**

**%** of respondents believe that a smoke-free policy in their building would benefit their family.\*

Nearly half of respondents (**48%**) reported smelling smoke at least once per week.\*



\*From YPL 2023 MUH Resident Surveys



## 2024 Housing Interview Findings

- According to residents and property managers in San Francisco, the **current environment around drifting smoke and secondhand smoke in multi-unit housing negatively impacts their health** while living in their homes.
- According to residents and property managers in San Francisco, the **current environment around drifting smoke and secondhand smoke in multi-unit housing negatively impacts their health** while living in their homes.
- Some residents expressed concerns that implementing a mandatory smoke-free policy might lead to increased government intervention and **greater regulation of citizens' behavior within their homes.**

\*From YPL 2024 MUH Interviews





## QUOTES

"The frustration amongst landlords and residents about guidelines often arises from a lack of clarity and consistency in enforcement, leading to confusion and disputes over compliance."

***-Housing Advocate, District 5***

\*From YPL 2024 MUH Interviews

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## 2024 Housing Interview Findings



- SF Multi-Unit Housing staff want **equitable resources and education materials** on smoke-free options, including enforcement tips/guidelines.
- Bay Area public health experts **recommend** a smoke-free housing **policy prioritizing equitable enforcement and resident education.**

\*From YPL 2024 MUH Interviews





## QUOTES

“ [as a resident] I would want to know that there was a good enforcement process that was clearly defined...I would want there to be educational materials provided to everyone in the building, into the landlord, to make sure they understood what the law was, to make sure they understood what the process was.”

**-D5 Resident**

\*From YPL 2024 MUH Interviews

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## Why does this data matter?



### Implication A

Non-smokers still endure effects of tobacco smoke due to 2nd and 3rd hand smoke in their homes and sacred spaces

### Implication B

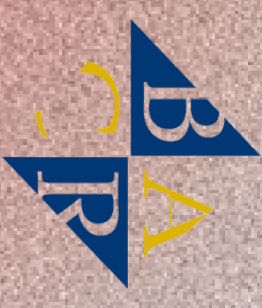
Community members WANT a policy that protects them from smoke in their homes without displacing their neighbors

### Implication C

Developing an equitable and people-first policy is complicated, but necessary

\*From YPL 2024 MUH Interviews





## Our Policy Recommendation

*We propose a comprehensive SF-MUH ordinance prohibiting the smoking of cannabis, tobacco, and e-cigarettes inside private units and common areas of multi-unit housing in the city and county of San Francisco. The policy would be enforced and maintained by the San Francisco Department of Public Health (SFDPH) in partnership with landlords. SFDPH will take 9 months to one year to develop rules and regulations of enforcement in partnership with community health and housing partners and enforce the policy by January 2028.*





## About the Policy

- The policy applies to tobacco AND cannabis smoke (i.e. comprehensive).
- Use of other cannabis and tobacco products is still permitted in residents' homes (e.g. inhalers, aerosols, edibles, chew, tinctures, etc).
- Enforcement will take an education-first approach in collaboration with landlords and tenant advocates.



## Community Feedback on Policy

- Community **Wants** a smoke-free policy
- **Concerns about implementation** and how compliance will be monitored.
- **WANT tenant protections** for tenants (anonymous reporting, no eviction or arrest statute).
- **WANT smokers to have a safe place to smoke** that safeguards the health of others.
- **WANT proactive community education** on ordinance enforcement and cessation resources.
- **Constituents wants to be involved** in the review process

\*From YPL 2023-24 Community Feedback Meetings



## Our Asks

1. Endorse our campaign and policy for SF-MUH for San Francisco
2. Collaborate with YPL to develop a resolution calling for smoke-free housing for San Francisco
3. Share our materials with your audience (e.g. educational packet, letter of support)
4. Do you know if there are any organizations you recommend we contact to build support?



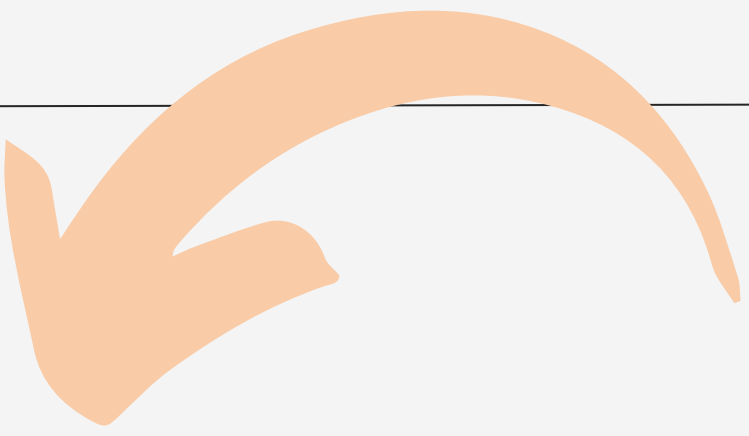
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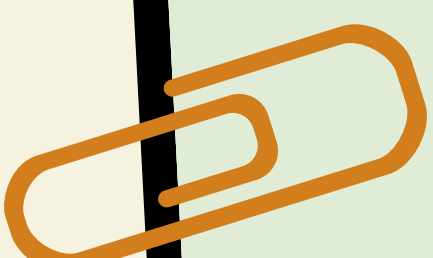
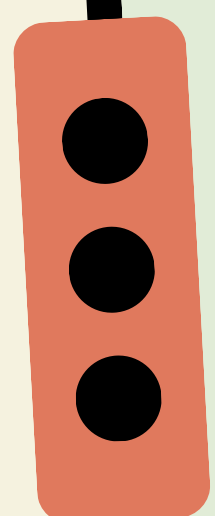
## Ways to Stay Involved



# Endorse the policy today!



1. Use our template to **WRITE** your SF Supervisor
2. **SHARE** the 2024 Ed. Packet with your circles
3. **FOLLOW** us @YouthPolicyLeaders on Instagram!



# RESOLUTION WRITING

How to Become a Master Writer

# BASICS OF A RESOLUTION

**Who:** Who writes a resolution? The author of a resolution is called a **sponsor**. Most resolutions have multiple sponsors because it takes a group of individuals to share good ideas and to come to a consensus. Anyone can write a resolution and introduce at committee.

**What:** What is a resolution? A resolution is a document that contains all the issues that the committee wants to solve and the proposed solutions to that issue. Technically, the resolution should be called a draft resolution before it is voted upon and then called a resolution after it is successfully passed during voting bloc.

**When/Where:** Most resolution drafts are written in committee and then introduced at board/full commission for adaptation/recommend.



# BASICS OF A RESOLUTION

**Why:** The ultimate purpose of a committee session is to pass a resolution. All the speeches, debate, negotiation, and teamwork is supposed to lead up to a resolution which contains all the proposed solutions to the issue. The resolution(s) that the majority of the committee agrees upon will be passed during voting bloc and the sponsors will be informally commended for building consensus on good ideas.

**Other Things to Keep In Mind:** Amendments, Resolution Draft being recommended back to committee, Staff Input, BOS not adapting

# WHAT IS LEGISLATION?

Technically, "legislation" is any formal action by the Board of Supervisors: an ordinance, resolution or motion

A resolution is formal statement of a problem, situation, or issue and suggestion and argument about how to fix that problem or situation.

Non-binding statements of policy and/or statements that urge another legislative body or official to take a certain action

Board of Supervisors or other board and commissions may adopt



# THE WRITING PROCESS

1. Identifying the Issue
2. Pre - writing Brainstorm
3. Planning and Logistics
4. Research /Data Logistics
5. Drafting / Writing
6. Revising, editing, and proofreading

# SIMPLY, A RESOLUTION IS:

A description of a problem or situation  
that is then followed by a suggestion as  
to how to correct it.

OR

It might also be a statement or declaration  
as to the policy of a certain mater (in which  
the Youth Commission believes).

# A RESOLUTION CONSISTS OF TWO PARTS:

The preamble (description of the problem, aka "whereas clauses").

The resolving clauses (suggestions on how the Mayor and Board of Supervisors should solve the problem or support your cause).



# RESOLUTION TEMPLATE

1 Resolution approving using new legal title format, using upper/lower case letters, Arial  
2 12 pt, exactly 24 pt spacing, bold, begins with word "Resolution" followed by word  
3 ending in "ing" (a gerund, i.e., approving), ends with period. Note: only legal title is in  
4 bold.

5

6 WHEREAS, The first letter of the first word of the statement following the "WHEREAS,"  
7 is capitalized and rest of text is in upper and lower case; and

8 WHEREAS, Use this same format for each "WHEREAS" statement of fact; and  
9 WHEREAS, If reference is made to related materials (agreement, exhibit, map, etc.),  
10 do not use the word "attached." Use the following wording: on file with the Clerk of the Board  
11 of Supervisors in File No. \_\_\_\_\_, which is hereby declared to be a part of this resolution as if  
12 set forth fully herein; and

13 WHEREAS, The last 'WHEREAS,' statement ends with: ; now, therefore, be it  
14 RESOLVED, That the first letter of the first word following the "RESOLVED," is  
15 capitalized and rest of text is in upper and lower case; and, be it

16 FURTHER RESOLVED, That the first letter of the first word following "FURTHER  
17 RESOLVED," is capitalized and rest of text is in upper and lower case; and, be it

18 FURTHER RESOLVED, That the last "FURTHER RESOLVED" statement ends with a  
19 period.

20

21

22

23

1 [Social Housing - 598 Portola Dr. and Juvenile Hall]

2  
3 **Resolution urging the City and County of San Francisco to prioritize affordable social**  
4 **housing, including for youth and families, on City-owned property generally, and**  
5 **specifically at 598 Portola Dr. and Juvenile Hall.**  
6

7 WHEREAS, The City and County of San Francisco (the "City") owns property at 598  
8 Portola Dr. currently leased to Twin Peaks Petroleum, Inc., doing business as Twin Peaks  
9 Auto Care, and operated as a gasoline service station; and

10 WHEREAS, In late 2020, the Board of Supervisors (the "Board") considered a  
11 proposed resolution, contained in BOS File No. 200965, to authorize a new 25-year lease for  
12 the aforementioned property as a gasoline service station, with one five-year option to extend;  
13 and

14 WHEREAS, However, on October 6, 2020, the Board sent the resolution in question  
15 back to committee due to concerns about the long-term impact of leasing City property to be  
16 operated as a gasoline service station; and

17 WHEREAS, According to the San Francisco Examiner, it is possible for the City-owned  
18 property at 598 Portola Dr. to be developed as housing, since "a 2013 appraisal of the  
19 property found the highest value of the property, at \$1.8 million, was as a residential or mixed  
20 commercial and residential development of up to 26 units;" and

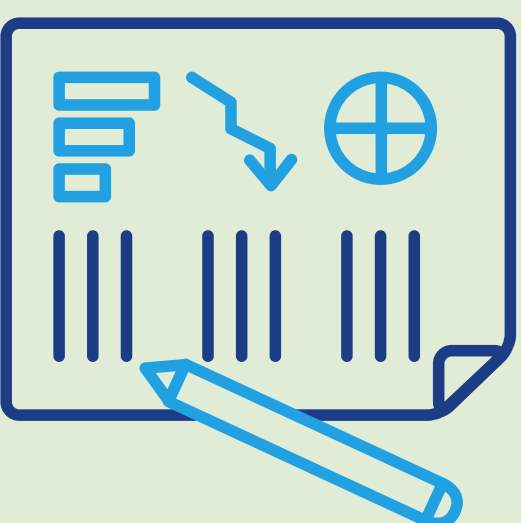
21 WHEREAS, Provided that the City conducts thorough and extensive environmental  
22 remediation of the site, given its past and present use as a gasoline service station, housing  
23 would be a better use of the City-owned property at 598 Portola Dr. than the current use; and  
24 WHEREAS, The current gasoline service station at 598 Portola Dr. sits on a large  
25 parcel of City-owned property that also includes the Youth Guidance Center, also known as

# RESOLUTION EXAMPLE

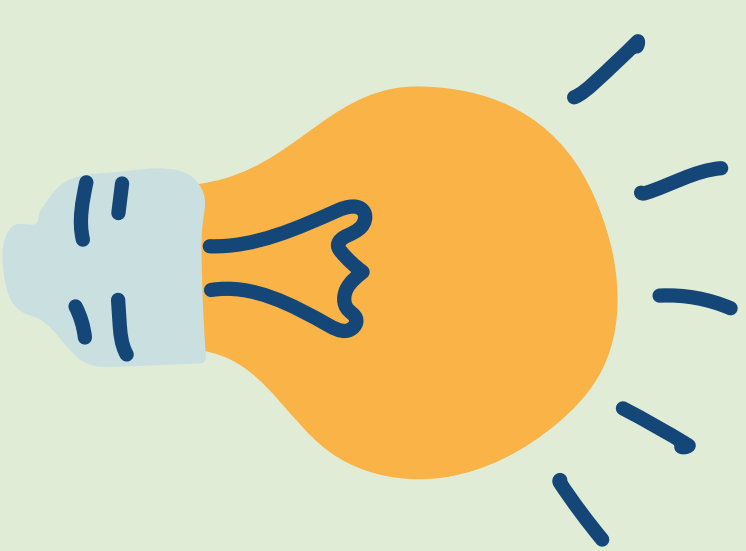
# RESOLUTION IDEAS



**IDENTIFY AN ISSUE**



**WHAT'S THE DATA?**



**WHAT'S THE  
SOLUTION OR ASK**



# Community Outreach

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## Youth Commission's Charter and Duties

<https://www.sfgov.org/youthcommission/charter-and-bylaws>

The Youth Commission is responsible, under [SEC 4.124 of the City Charter](#), for advising the Board of Supervisors and the Mayor on "the effects of legislative policies, needs, assessments, priorities, programs, and budgets concerning the children and youth of San Francisco."

The Youth Commission also has the duty to provide the Board and the Mayor with "comments and recommendations" on all proposed laws "that primarily affect the children and youth" of San Francisco.

In particular, the Youth Commission is charged with "identifying the unmet needs" of San Francisco's children and youth through various methods. These include researching existing government and private programs and funding sources for such programming, holding public forums, and cooperating with existing advocacy organizations.

Following the Charter, each year the Youth Commission provides the Board of Supervisors and the Mayor with the following:

- Comments and recommendations on pieces of proposed legislation that would affect San Francisco's young people;
- Resolutions that formally articulate the Youth Commission's positions on various youth-related issues; and
- A set of policy priorities to guide the City's annual budget process as it relates to young people.

Thus, it's important to proactively connect and meet with youth-serving community organizations in the Supervisorial Districts and throughout the City because they are the groups on the ground working with youth everyday. They're crucial in helping you understand the needs of young people.

## Instructions

In this activity, you will choose AT LEAST one community organization that you will form a connection and meet with. If you're a District Commissioner, it's preferred that you choose a community organization in your District. If you're stuck, here's the [CBO Master List](#) from staff. All emails should be sent by the end of the allocated Committee time.

1. Choose at least one community organization.
2. Send an introduction email and CC your committee staff. The email should include
  - a. Self-introduction
  - b. An ask for a Zoom meeting to meet and/or to meet the youth they're serving
  - c. Invite to the Youth Budget Forum
3. Build a consistent relationship with the organizers and youth at the organizations and attend their events.

List of Community Organizations

District/Citywide	Name	Community Organization	School
1	Clarisse Kim		
2	Camryn Marlow		
3	Winnie Liao		
4	Lucas Liang		
5	Ethar Alameri		
6	Gabbie Listana		
7	Jin Valencia-Tow		
8	Harper Fortgang		
9	Skylar Dang		
10	Ikahihifo (Hifo) Paea		
11	Imaan Ansari		
Citywide	Jason Fong		
Citywide	Téa Lonné Amir		
Citywide	Eloise Krehlik		
Citywide	Aisha Majdoub		
Citywide	Ava Oram		
Citywide	Emily Yang		

1 [The Plain English Description, Using New Title Format, Using Initial Upper Case Letters,  
 2 Typed in Exactly 12 pt Spacing, Arial 12 pt, no More than 125 Characters/Spaces in Brackets  
 3 [ ], Should Clearly State The Purpose of the Legislation as the Legal Title Sometimes Does  
 4 Not State the Reason]

5 **Resolution approving using new legal title format, using upper/lower case letters, Arial**  
 6 **12 pt, exactly 24 pt spacing, bold, begins with word "Resolution" followed by word**  
 7 **ending in "ing" (a gerund, i.e., approving), ends with period. Note: only legal title is in**  
 8 **bold.**

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