

**Southeast Working Group Meeting: Meeting Summary:
Opening Statement and Closing Remarks
August 20th, 2014**

Call to Order, Introduction and Overview of Community Benefits

Tracy Zhu, SEWG Co-Chair called the meeting to order and welcomed all of the participants to the meeting. She commented on the purpose of the meeting and encouraged participants to provide input during the breakout sessions.

Leamon discussed the format for the meeting (use of breakouts) reflects suggestions by the working group for more small group discussions. He emphasized the overall meeting objective of providing participants with an overview of the investments the SFPUC is making (and planning to make) in small business, education, urban agriculture, and youth internships. Leamon reinforced the Agency's efforts to maximize opportunities in these program areas and said the SFPUC is looking forward to feedback and input.

Juliet provided the group with a history of the two policies that guide the activities of the SSIP and SFPUC in the Southeast, the Environmental Justice Policy (2009), written to address the disproportional impact SFPUC activities are having in the Southeast; and the Community Benefits Policy (2011), that emphasizes efforts to be a "good neighbor" in areas where the SFPUC has facilities. Juliet discussed the Agency's use of funding that results (enacted in 1969, San Francisco's Art Enrichment Ordinance promotes the acquisition of artwork for public spaces by setting aside 2% for arts from the cost of all above-ground, public construction projects) and how the Community Benefits team has worked to have expenditures better reflect the Southeast community. Juliet noted that an additional benefit of the stated policies is to achieve more transparency and dialogue with community stakeholders.

Juliet discussed the nexus for the SFPUC's community benefits work being anchored by the referenced policies and ancillary goals to (a) identify candidates to support SFPUC operations and (b) to educate stakeholders to be stewards of the water, power and sewer assets of the Agency. As example, she indicated that a large number of employees at the wastewater treatment plant started working for the SFPUC after the Clean Water Act (enacted in the 1970's), and that at the SFPUC, about 40% of the workforce is eligible for retirement in the next 5 years. She underscored the dual goal of rebuilding aging infrastructure, while also reflecting policies to "be a good neighbor" in partnership with community stakeholders.

Closing Plenary

During the closing plenary session and in written surveys that were received the recurring themes included:

- Need for further conversation about the four program areas; Contractors Assistance Center, Youth Internships, Education, and Urban Agriculture
- The majority of the participants felt positively about the meeting (94%). Additionally, most agreed that the format was effective and a valuable use of their time (89%), but that there was just not enough time to have longer conversation about the topics.
- It is important for the SFPUC to communicate next steps and to share how input is utilized.
- The program managers viewed their sessions as constructive for getting feedback for their programs that will assist in future planning.
- Participants echoed long-standing sentiments for the SFPUC to work to harness its resources to ensure meaningful participation by Southeast residents in jobs, small business and other elements of planned improvements.

**Southeast Working Group Meeting Summary
From August 20, 2014
Breakout Group: Youth Internships and Worked-Based Learning**

OVERVIEW

SFPUC investments in youth internships and work-based learning provide multiple benefits to various stakeholders, including the agency, youth, and the broader community. Specifically these investments:

- Strengthen and diversify the SFPUC talent pipeline.
- Support SFPUC Community Benefits policy by leveraging assets, staffing & operations to benefit the communities where we operate and provide services.
- Educate youth from these communities about SFPUC *Water, Power, & Sewer services* and provide them valuable skill-building, work experience, and career exploration opportunities.
- Engage communities around important SFPUC public awareness campaigns and messaging

In 2014 SFPUC’s supported youth internship and work-based learning programs (number of youth in parenthesis)

| | |
|--|--|
| Project Pull (150) | YouthWorks (70) |
| CityWorks/SSIP Internship Program (21) | The Garden Project Earth Stewardship (250) |
| Project Learning Grants (538) | SFUSD Internship Programs (19) |

DISCUSSION ISSUES

The SFPUC is reviewing strategies to maximize access and participation of youth in the internships and work-based learning programs. Goals include:

- What are ways the SFPUC can broaden utilization for students from the Southeast (Increasing the number and diversity of youth served)
- What are some tactics or tools could SFPUC use to support the goals for youth internships and work-based learning
- Enhancing SFPUC public awareness and community engagement efforts

| | |
|-------------------------|---|
| Summary of Input | <ul style="list-style-type: none"> ▪ Access and outreach –teach youth how to network and apply for educational opportunities, engage kids in the schools with creative programming options, diversify engagement approach including the use of a door to door outreach strategy, , provide access to programs during the school day and after-school that help youth learn how to make good decisions, learn about internships and other opportunities. ▪ Multi-modality approaches- strategies for engaging both youth and parents, empowering families by providing information about opportunities, provide access to wrap around support services, , provide access to programs and services that teach work skills, ethics, literacy and ways to identify positive role models, ▪ Engage and work across sectors/ stakeholder groups by leveraging resources from private sector, public sector, and unions (and holding them each accountable)Create access to job opportunities and career pathways—including labor and hands-on jobs, skilled trades jobs, bring back John O’Connell (vocational training for HS students), and expand internship opportunities ▪ Programs for middle school and elementary school-aged youth; and programs for transition-age youth and adults (SF Housing, DPW, Rec and Park) resonated |
|-------------------------|---|

| | |
|--|--|
| | <p>with the participants</p> <ul style="list-style-type: none"> ▪ Many specific groups were identified as needing special attention, strategy and programming, including: adults, middle school students, elementary school students, families, transition age youth, 5th and 6th graders, people with learning disabilities, high risk youth living in public housing, teen parents, 3rd through 5th grade, and boys |
| “Parking Lot” Issues | <ul style="list-style-type: none"> ▪ How can we address the lack of academic development in elementary schools and beyond—e.g. basic reading, writing, and math skills? ▪ How can we measure more quantitatively what happens to interns and other program participants long-term? ▪ What can we learn from and replicate from past and current MUNI, DPW, and SF Public Housing Authority work programs? ▪ What is the right role for SFPUC to play in achieving a more coordinated and cohesive systemic approach (education and workforce) to meeting the needs of individuals and families in the Southeast? |
| Meeting Highlights (common themes, reactions and impressions) | <ul style="list-style-type: none"> ▪ Generally, there was agreement and support for the current efforts but there was a lot of interest in exploring expansion of efforts beyond middle school, high school, and early college/post-secondary opportunities. ▪ Strategies and services need to be tailored to the needs of the specific groups mentioned above. ▪ Need for programs and wrap-around services for middle school and elementary school-aged youth; and programs for transition-age youth and adults. ▪ We need better pathways to the trades and other hands-on job opportunities including labor and hands-on jobs, skilled trades jobs, bring back John O’Connell (vocational training for HS students), expanding opportunities and internships <p>Considerations include:</p> |
| Action Items and Next Steps | <ul style="list-style-type: none"> ▪ Feedback will be shared with SFPUC leadership team and incorporated into strategy and planning for SFPUC workforce-related community benefits efforts and investments moving forward. ▪ SFPUC staff will reach out to appropriate community, public, and private sector partners to leverage resources to advance and maximize our approaches to addressing the issues raised by SEWG members. ▪ SFPUC will coordinate workforce development strategies and approaches within the agency to explore and understand the possible employment opportunities and career pathways connected to the SFPUC mission. ▪ SFPUC staff will reach out to individual SEWG members for additional input and will report back on progress to the community through relevant existing groups—e.g. Southeast Community Facility Commission, Citizen’s Advisory Committee, etc. |
| Staff Contact: | Steve Currie, Program Manager; scurrie@sfwater.org ; (415) 554-3477 |

**Southeast Working Group Meeting Summary
From August 20, 2014
Breakout Group: Urban Agriculture**

OVERVIEW

Urban Agriculture promotes many community benefits, such as:

- Providing ecological benefits & storm water management;
- Improving economic health & providing job training opportunities;
- Improving community resiliency & access to healthy affordable food; and
- Fostering safe & healthy environments.

The SFPUC has supported urban agriculture projects, including the Garden Project, a nationally recognized program that provides job training and The Garden for the Environment, a demonstration garden located on a SFPUC managed urban parcel providing public classes on water and resource conservation. The SFPUC is building upon these successful projects by taking a leading role in cultivating new programs and partnerships for sustainable, community-driven impact.

In 2011, the SFPUC engaged stakeholders about a potential community garden. The public expressed the desire and need to support existing community gardens, urban ag and backyard growers. The SFPUC heard that resources are needed to maintain the many existing and vibrant community gardens that are currently achieving great results for community cohesion and healthy food access. Additionally, there has been a desire to support models within the urban agriculture community that promote youth workforce development and economic opportunity. Concurrently, the City of San Francisco, through its citywide Urban Agriculture Program at the Recreation and Parks Department (RPD), enacted a goal to establish five resource hubs throughout the City to support community gardens and urban agriculture. RPD is evaluating options for establishing additional resource hubs at various locations throughout the city, including Bayview Hunters Point. The SFPUC is exploring a pilot for an urban agriculture resource hub in Bayview Hunters Point. The goals of the Bayview Farm Supply Pop-up would be to provide Bayview community gardens, farms and backyard growers with:

- Easy, equitable and affordable access to basic garden supplies like compost, soil, mulch, seeds, tools, etc.
- Engage and empower community youth to run the pop-up resource hub, gain leadership and entrepreneurial experience
- Promote community cohesion and capacity building
- Provide inspiration and documentation to Rec and Park of what a successful community-driven resource hub could look like in Bayview Hunters Point.

DISCUSSION ISSUES

- Do you see the need for a permanent resource hub to support existing community gardens and backyard growers? If so, what would a community-run model look like to you?
- What sort of materials or resources should be provided through a community garden resource hub?
- What other issues or approaches do you think are important for the SFPUC to consider in implementing its urban agriculture pilot?

| | |
|--|---|
| Summary of Input | <ul style="list-style-type: none"> ▪ Ensure that any new programs or pilots developed as part of the urban agriculture program continue to support local groups who are <u>already engaged</u> in community gardens and urban agriculture. ▪ Participants outlined the importance of increasing opportunities for youth and workforce development in concert with urban agriculture activities, including offering paid positions and training and learning opportunities. ▪ Further explore engaging ways to reach and involve young people in programs ▪ The effort should involve youth, and include paid positions, training and teaching ▪ Define how the Southeast Working Group moves toward being dedicated to solving issues ▪ The SFPUC needs to share successes and focus on implementing visible change ▪ Explore possibility of developing a Google group/online forum (combined with face to face) to extend the conversation outside of the Working Group meetings ▪ Specific types of garden resources were suggested including: soli testing and water conservation information ▪ Explore utilizing grey water in community gardens. Assess the benefits of mapping food sources for emergency management and the need for digital resources ▪ Explore utilizing the Southeast Greenhouses to support urban ag and resources |
| “Parking Lot” Issues | <ul style="list-style-type: none"> ▪ Why aren’t there more paid positions for community gardeners/urban ag? ▪ How do we maximize this movement for you learning, training and opportunities? ▪ Why isn’t there more grey water in community gardens? ▪ How will you report on measurement and metrics of success? ▪ Need to map food sources for emergency management/ need more digital resources. ▪ How do the greenhouses fit in? |
| Meeting Highlights (common themes, reactions and impressions) | <ul style="list-style-type: none"> ▪ Specifics were given as to the types of garden resources they would like to see included in the pop-up: soli testing, water conservation information, etc. ▪ Strategies and services need to be tailored to the needs of the specific groups mentioned above. ▪ Supporting local groups already engaged in community garden/urban ag--- economic opportunities, and youth workforce development |
| Action Items and Next Steps | <ul style="list-style-type: none"> ▪ Feedback from this session will be included in the planning for the pilot pop-up resource hubs. ▪ SFPUC and RPD will present the pilot pop-up concept at an upcoming (September or October) meeting of the Southeast Food Access coalition (SEFA) ▪ Implementation of the pilot pop-up resource hub is tentatively targeted for October 2014 - April 2015. |
| Staff Contact: | Yolanda Manzone, Program Manager; ymanzone@sfwater.org ; (415) 554-3474 |

**Southeast Working Group Meeting Summary
From August 20, 2014
Breakout Group: Small Business**

OVERVIEW

The SFPUC's Contractors Assistance Center "the Center" was created to assist small, local businesses, interested in City contracting opportunities, get access to, compete for, and successfully perform on City projects. Since its official opening in December 2013, Center activities include:

- hosted two presentations on SFPUC green infrastructure projects;
- developed a training program for contractors on new technologies and techniques necessary to perform construction work;
- hosted a series of trainings on prevailing wage and certified payroll requirements that impact a business' ability to deliver a project; and, organized and hosted "Meet the Prime Contractor" a networking events specifically for professional service firms and construction contractors

DISCUSSION ISSUES

Discuss obstacles or barriers currently experienced by local contractors and consultants, as either prime contractors or subcontractors, from bidding, winning and successfully performing contracting opportunities with the SFPUC. Discuss ways the Center can minimize or remove these barriers.

| | |
|------------------------------------|---|
| <p>Summary of Input</p> | <ul style="list-style-type: none"> ▪ The LBE program and the Contractors Assistance Center are necessary to help maximize small, local businesses participation on City contracts. ▪ Building broader awareness of the Center and its programs was identified as an important need. • Increasing the capacity of existing LBE's (including finding opportunities for businesses that have remained in San Francisco) should be a focus of the Center's efforts. ▪ Suggest that the SFPUC search to find individuals who may no longer reside in San Francisco but continue to operate small businesses. ▪ The SFPUC should explore ways to strengthen small businesses by reducing the higher costs they face by remaining in San Francisco (i.e. the outmigration issue). ▪ Identify the specific areas of difficulty small business owners face ▪ Language access is an issue that should be addressed in outreach materials and during the facilitation of meetings. ▪ Undertake targeted outreach to those contractors that have remained in San Francisco and born the higher operating costs and offer the Center's services to help them maximize their opportunities on City contracts. ▪ Stay in frequent contact with small business owners and be conscious of small steps they are taking to expand their businesses and look for opportunities ▪ Convene a discussion on how the Contractors Assistance Center could evaluate the efficacy of the centers operations and track its effectiveness over time |
| <p>"Parking Lot" Issues</p> | <ul style="list-style-type: none"> ▪ How to make sure that those contractors that have remained in San Francisco and bear the higher operating costs maximize their opportunities on City contracts. |

| | |
|--|--|
| | <ul style="list-style-type: none"> ▪ How to track and evaluate the efficacy of the Contractors Assistance Center over the long term. |
| Meeting Highlights (common themes, reactions and impressions) | <p>Participants were generally pleased with the creation of the Contractors Assistance Center. Recurring themes include the need to build awareness of the Center's services, strengthening small business by reducing their fixed costs (e.g. high rents in San Francisco), and working to increase</p> <p>To increase the capacity of the existing LBEs</p> |
| Action Items and Next Steps | <ul style="list-style-type: none"> ▪ Continue to explore ways to reduce the costs of LBEs in San Francisco ▪ Develop a database of LBEs in the Southeast ▪ Attend the Water Works event on September 20, provide information about resources and future scheduled events and opportunities to help small, local businesses build their capacity to compete for City contracting opportunities |
| Staff Contact: | Ben Poole, Program Manager; bpooles@sfwater.org ; (415) 467-1057 |

**Southeast Working Group Meeting Summary
From August 20, 2014
Breakout Group: Education**

OVERVIEW

As part of the Sewer System Improvement Program (SSIP), the SFPUC is investing in educational opportunities for San Francisco’s youth. These investments align with the agency’s main educational objectives: to help create the next generation of environmental stewards who will care for our system and protect our natural resources, and to help prepare students for rewarding careers in the water, power, and wastewater fields. By partnering with schools and existing programs, the SFPUC aims to increase student engagement at school, increase exposure to Science, Technology, Engineering, Arts, and Math (STEAM) subjects and career opportunities, and engage families in shared learning opportunities.

Historically, SFPUC has invested in programs and services focused on elementary and high school education. While these investments are important, there is an increased emphasis nationwide on middle school because of its critical role in student development. To meet this need and align our programs with other strategies happening city-wide at the middle school level, our education strategy will begin by focusing specifically on middle schools in the Southeast.

The SFPUC and its partners provide resources to support curriculum development, new materials for the classroom, field trips, teacher training, and other educational needs in the Southeast. One component of our middle school strategy is helping build engaged communities by investing in activities and events outside of school that families can participate in with their youth.

DISCUSSION ISSUES

The SFPUC seeks to engage Southeast community members in a process of identifying and/or developing engaging family activities that support middle school success for the 2014-15 school year.

| | |
|------------------------------------|---|
| <p>Summary of Input</p> | <ul style="list-style-type: none"> ▪ Family activities should incorporate nature/the outdoors, even within City limits: camping, programs that connect the community/families to other City resources ▪ Events should be accessible: free transportation, no cost/low cost admission ▪ Feedback validated the general direction of the Family Engagement strategy ▪ SEWG members offered to serve as a resource for implementation ▪ Engaging families (parents and grandparents) is an important factor in children’s success ▪ The SFPUC should partner with other groups to help promote their efforts and build momentum ▪ Culminating events where children/youth have a chance to showcase their work is particularly empowering and engaging for families ▪ Events should be held both in the community as well as outside the Southeast ▪ Events should tie directly to students’ learning, increasing the relevance of their experiences at school ▪ Measuring the results/impact of the efforts is critically important |
| <p>“Parking Lot” Issues</p> | <ul style="list-style-type: none"> ▪ When will these events take place? ▪ How can we be involved? ▪ How will you measure impact? |

| | |
|--|--|
| Meeting Highlights (common themes, reactions and impressions) | <ul style="list-style-type: none"> ▪ Focus on engaging families (parents and grandparents) by meeting them where they already are (their homes, church/faith-based institutions) ▪ Recommended that we work in partnership with other groups to help spread the word and build momentum and trust ▪ Suggested that culminating events where children/youth have a chance to showcase their work is particularly empowering and engaging for families ▪ Events should be both inside and outside the community, with low cost/no cost admission and realistic transportation options to ensure participation ▪ Asked that we tie events directly to students' learning—making their school experience have greater relevance ▪ The feedback was extremely valuable as it validated the general direction of the plans underway for the Family Engagement strategy ▪ The fact that the group offered to serve as a resource for implementation was a significant validation |
| Action Items And Next Steps | <ul style="list-style-type: none"> ▪ SFPUC is creating a draft calendar of programs and events in the Bayview and City that the SFPUC can partner with, with a goal of increasing access for families in the Southeast ▪ Based on the interest and suggestion of members of the Southeast Working Group and their guests, the Education team wishes to continue this conversation and plans to send out a brief survey to determine the best way to work together moving forward (whether via email, meetings, or conference calls) |
| Staff Contact | Laura Page, Program Manager; lp@sfwater.org ; (415) 554-3475 |