

**San Francisco Public Utilities Commission (SFPUC)
Citizens' Advisory Committee (CAC)**

MEETING MINUTES

**Tuesday, September 15, 2020
5:30 p.m. - 7:00 p.m.**

PARTICIPATE VIA BLUEJEANS VIRTUAL CONFERENCE SOFTWARE

Link: <https://primetime.bluejeans.com/a2m/live-event/hwjydcaw>

Dial-in Number: (415) 466-7000

PIN: 4891000 #

Mission: The purpose of the SFPUC CAC is to provide recommendations to the SFPUC General Manager, the SFPUC Commission, and the Board of Supervisors regarding the agency's long-term strategic, financial, and capital improvement plans (Admin Code 5.140-142).

This meeting is being held by Teleconference Pursuant to the Governor's Executive Order N-29-20 and the Sixteenth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency Dated February 25, 2020

During the Coronavirus Disease (COVID-19) emergency, the San Francisco Public Utilities Citizens Advisory Committee's (SFPUC CAC) regular meeting room, 525 Golden Gate Ave., 3rd Floor Tuolumne Conference Room, is closed. CAC Members and SFPUC staff will convene CAC meetings remotely by teleconference. Members of the public are encouraged to submit their public comment on agenda items in advance of the teleconference meeting by emailing comments to ajimenez@sfgwater.org. Comments submitted no later than 12PM on Tuesday the day of the meeting will be read into the record by SFPUC CAC Staffing Team members during the teleconference meeting and will be treated as a substitute to providing public comment during the meeting. Persons who submit written public comment in advance on an agenda item or items will not be permitted to also provide public comment on the same agenda item(s) during the meeting.

Members:

Anietie Ekanem, Chair (D10)

Wendy Aragon (D1)

Suki Kott (D2)

Steven Kight (D3)

Jim McHugh (D4)

Ted Loewenberg (D5)

Amy Zock, (D6)

VACANT (D7)

Amy Nagengast (D8)

Moisés García (D9)

Jennifer Clary (D11)

VACANT (M-Env. Org)

Nicole Sandkulla (M-Reg'l Water Customers) **Ann Moller Caen**
President

Mark Tang (M-Eng./Financial) **Francesca Vietor**
Vice President

Eliahu Perszyk (M-Lg Water User) **Francesca Vietor**
Vice President

VACANT (B-Small Business) **Anson Moran**
Commissioner

Misty McKinney (B-Env Justice)

London N. Breed
Mayor

Sophie Maxwell
Commissioner

Tim Paulson
Commissioner

Harlan L. Kelly, Jr.
General Manager

M = Mayoral appointment, B = Board President Appointment

Staff Liaisons: Tracy Zhu and Amanda Jimenez

Staff Email for Public Comment: AJimenez@sfgwater.org

OUR MISSION: To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



ORDER OF BUSINESS

1. **Call to order and roll call:** The meeting was called to order at 5:38 pm

Members present at roll call: (10) Ekanem, Kott, McHugh, Loewenberg, Nagengast, Garcia, Clary, Sandkulla, Tang, Perszyk

Members absent: (4) Aragon, Kight, Zock, McKinney

2. **Approve August 18, 2020 Minutes**

Motion was made (Clary) and seconded (Tang) to approve August 18, 2020 Minutes

AYES: (10) Ekanem, Kott, McHugh, Loewenberg, Nagengast, Garcia, Clary, Sandkulla, Tang, Perszyk

NOES: (0)

ABSENT: (4) Aragon, Kight, Zock, McKinney

Public Comment: None

3. **Report from the Chair** – Anietie Ekanem

- Welcome members of the public and staff
- Reminder about recruitment for CAC seats: D6, D7, Regional/Statewide Environmental Org (M), Small Business (B)

Public Comment: none

4. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda

- *Steve Lawrence* stated: Please encourage auditing SFPUC for timely prosecution of its construction projects. Ask City auditors, and/or Commission, to study the timeliness of major construction projects, and whether improvement can be made. Why?
 - Projects have been seriously delayed. Calaveras Dam (WSIP) overran its time and cost by more than double. Biosolids Digesters (SSIP) is on course to perhaps do the same. A low-profile wall to protect infrastructure at South Ocean Beach is delayed significantly--before any construction. Many more projects are delay: Regional groundwater as one significant example.
 - A review can improve matters, and encourages attention to preventing and reducing delays.
 - Delays cost the ratepayer. Not only does the cost of construction go up, usually, but also the cost of everything related: engineering, construction management, staff time, and, often, O&M for facilities being replaced, or work-arounds to get by meantime.

A strong recommendation from CAC can effectively wake a sleeping giant here. CAC, please act.

5. **Presentation and Discussion: Update on the CAC Resolution in Support of a Skilled and Diverse Utility Workforce**, Justine Hinderliter, Chief People Officer, Human Resources Services

Resources:

- [CAC Resolution in Support of a Skilled and Diverse Utility Workforce adopted February 19, 2019](#)
- [SFPUC Workforce Equity Analysis Presentation to SFPUC Commission on July 14, 2020](#)
- [SFPUC Commission Resolution Condemning Systemic Racism and Taking Action to Promote Racial Justice adopted July 14, 2020](#)

Presentation Topics:

- Presentation Outline
- Key Findings & Opportunities
- Ethnic Group Representation vs. Labor Market Availability (LBA)
- Ethnicity Breakdown by Job Groups at SFPUC
- Representation of Black and Latinx Employees in Occupational Categories
- Gender Representation vs. Labor Market Availability
- Gender Breakdown by Job Groups at SFPUC

Discussion Topics:

- *Member Loewenberg* asks What are the barriers today to employee 's voices being heard in the policy and strategy phases of their work?

Staff Hinderliter Creating a feedback loop of information, we now have a good survey culture. However, there are still challenges to meet employees in the field to receive their feedback.

- *Member Loewenberg* asked What is the percentage that is over and under represented in POC in these categories?

Staff Hinderliter, stated that there is over representation of Asian people in administrative support at 41%. For service workers, its 21.7% Latinx.

- *Chair Ekanem* stated I am concerned that data is a crutch, and having the mindset of not moving until we can measure everything. What is the current mindset/emotional mindset of the SFPUC hiring managers that will be the people implementing long term change in hiring?

Staff Hinderliter stated the SFPUC is putting into place a competency framework, to implement an evidence based approach that removes subjectivity.

- *Member Tang* asks what steps have been taken to ensure both staff and leadership buy-in to the Racial Equity Action Plan?

Staff Hinderliter responded each enterprise and bureau are creating racial equity leadership groups and creating a plan, and creating space for root cause analysis.

Public Comment: None

6. **Presentation and Discussion: Update on SFPUC's Emergency Rate Assistance Programs**, Tracy Zhu, CAC Manager

Resources:

- [CAC Resolution in Support of the Interim Emergency Rate Assistance Program and Revised Community Assistance Program adopted on July 21, 2020](#)
- [Memo to the Commission to Approve the Extension of the Temporary Emergency Customer Assistance Program for COVID-19 Relief submitted to the SFPUC Commission on August 25, 2020](#)
- [FAQs and Application for SFPUC's Emergency Customer Assistance for COVID-19 Relief Updated on September 5, 2020](#)
- [Metrics for Emergency Customer Rate Assistance Programs Updated September 9, 2020](#)
- Bill Relief website: www.sfwater.org/billrelief

Discussion Topics:

- *Member Clary* asked do you know the revenue loss the agency is experiencing and the cost of the emergency rate assistance programs

Staff Zhu responded she does not know but will get this information in actual revenue lost in the past quarter.

- *Member Garcia* requested a presentation or a slide deck on community engagement and translation services.

Staff Zhu responded by affirming that Communications can provide a presentation on emergency rate assistance outreach.

Public Comment: None

7. **Staff Report**

- Reminder about the reappointment process
- Subcommittee Meetings
 1. Water – September 22, 2020
 2. Power – October 27, 2020
 3. Wastewater – November 10, 2020
- [SFPUC Virtual Tours](#) – Last tour is Wed, September 23 at 1-2pm

Public Comment: None

8. **Future Agenda Items and Resolutions**

- General Manager Address - *October*
- Strategic Plan Update – *October*
- Outreach and Limited-English Proficiency Outreach for Emergency Customer Rate Assistance Programs - *November*
- Commissioner Visits - *tentative October and November*

- Agency-wide Planning & Policy on Climate Change & Adaptation
- Interagency Working Group on Sea Level Rise
- Contracting Process
- Education Resolution
- PUC Properties and City Department Partnerships
- Water Equity and Water Access for Homeless
- Workforce Programs
- Water Rights and Raker Act
- Water Use and Parks
- Flooding Protection
- Water Quality Report
- Green New Deal
- Micro Hydroelectric Power
- Prop A Bond Funding
- Contract Overview
- Status of Water Banking

Adopted Resolutions for Follow Up

- Resolution in Support of a Skilled and Diverse Utility Workforce [adopted February 19, 2019](#)
- Resolution Honoring the Life, Activism, and Contributions of Dr. Espanola Jackson to the Local Community [adopted on April 19, 2016](#)
- Resolution on Balboa Reservoir [adopted March 15, 2016](#)

Public Comment: None

9. **Announcements/Comments** – The next meeting for the Full CAC will be on October 20, 2020. Check www.sfwater.org/cac for confirmation of the meeting date for the next scheduled meeting.

Public Comment: None

10. **Adjournment**

Motion was made (Clary) and seconded (Ekanem) to adjourn the meeting.

Meeting was adjourned at 7:06 PM.