

Policy and Voice Committee Meeting  
**SEPTEMBER 13th, 2023, 12:00 pm**  
512 Ellis Street, San Francisco, CA  
Meeting Minutes  
**FINAL**

Present:

**Policy & Voice Committee**

- Nafy Flatley, Chair, Business Owner Seat, Teranga
- Naomi Maisel, Vice Chair, Policy & Voice Committee, Business Owner Seat, La Cocina Municipal Marketplace
- Diana Pang, Property Owner Seat
- Gregory Johnson, Resident Seat

**TLCBD Staff**

- Enrique Ovando, TLCBD Staff
- Cynthia Salazar, TLCBD Staff
- JaLil Turner, TLCBD Staff
- Eric Rozell, TLCBD Staff
- Esan Looper, TLCBD Staff
- Dan Williams, TLCBD Staff
- Sirch Chanthyasack, TLCBS Staff

**Members of the public**

- None

Absent:

- Justin Bautista, Resident Seat, 800 Block Geary & Tilted Brim
- Helen Bean, TLCBD Staff

## 1. Welcome & Call to Order and Approve minutes

- Meeting called into action at 12:06 pm by D. Williams
- Meeting minutes
- Motion: To move the minutes from June to full board for approval
  - Moved by D. Pang
  - Seconded by G. Johnson
  - Abstained: none
  - Passed: YES, Unanimously passed by committee members.

**[Action Item: TLCBD to connect with experts on brown act and Robert's Rules ]**

**[Action Item: TLCBD to bring minutes from June to full board for approval]**

## 2. Open House

- N. Flatey suggested the importance of reaching out directly to business owners, and providing services in their preferred language. N. Flatey expressed the need to have access to translators in order for TLCBD to best serve the small businesses in the area.
- G. Johnson amplified the obstacles of language barriers and how that creates inaccessibility to businesses in the area. He mentioned that currently there's no face of TLCBD and we need to be more present on the ground. How can TLCBD provide services when not everyone knows TLCBD or the resources it provides..
- D. Williams expressed that internally TLCBD is looking into drafting a Translation Policy lead by Director C. Salazar, we currently partner with internal staff to do most of our translation services.
- C. Salazar explained in depth the current draft of the translation policy and how it would create a task force for the immediate community. This policy would identify, with help of other CBO's, individual community members who can translate written materials and provide live interpretation during outreach, meetings, events, etc. All translators would be compensated fairly and the community would see an influx of wealth reinvested into the Tenderloin community through this.
- E. Rozell highlighted that the Safe Passage team does internal translation, however staff is not fully prepared to be expert translators. Live interpretation could be challenging as it could create unintentional distractions.
- N. Maisel mentioned that a translation policy is great. N. Maisel also mentioned that it may be difficult to attract members of the public to attend this P&V committee meeting due to conflicting schedules, N. Maisel suggested investing funds into paid focus groups to get community feedback.

**[Action Item: TLCBD staff to explore current translation services provided in the community and draft translation policy around it]**

## 3. RFP 225

- C. Salazar gave members of the P&V committee a mini training on the upcoming RFP 225

and what is expected of each board member as an active panelist to grade each application. Clarifications were made on the participation of the panelists if they apply for the grant and a timeline for the next steps was given. P&V committee will use most of October's committee meeting to review and make suggestions on the final grantees.

#### 4. Staff updates and Announcements

##### Announcements

- P&V committee members decided on a new meeting time for next month and going forward. The new meeting time for this committee will be 3pm.

##### Updates

- D. Williams quickly went over the newest staff additions to P&V team; E. Ovando was introduced as Deputy Director for both Operations and Policy & Voice teams.
- E. Looper announced an upcoming grant opportunity through Dolby that would grant up to \$1,500 for events and activations in the Tenderloin lead by residents and/or CBO's. More information to come on this grant.

#### 5. Discussion: New business/ Agenda setting

- Overview of TLCBD P&V Committee charter
- RFP 225 final application review & recommendations of grantees

**[Action Item: TLCBD to send committee charter to P&V committee members for review & clarification of roles and responsibilities]**

**[Action Item: N. Maisel asked for TLCBD stands on hot topics ]**

The meeting was adjourned at 12:59 pm.

Next Policy & Voice Committee Meeting  
**Wednesday, October 11th, 3:00 pm | 512 Ellis Street**