

**ADOPTED MINUTES**  
**SOUTHEAST COMMUNITY FACILITY COMMISSION**  
**Wednesday, April 23, 2025**  
**6:00 P.M.**

1. **Land Acknowledgement:** *Chair Posey* read the Land Acknowledgement.
2. **Call to Order and Roll Call:** *Chair Posey* called the meeting to order at 6:04 p.m. and staff called roll.  
**Present:** *Chung, Mezie, Posey, Tran, Windley*  
**Excused:** *Fromer*
3. **Adoption of Minutes:** March 26, 2025  
**Moved:** *Chung* **Second:** *Tran*  
**Ayes:** *Chung, Posey, Mezie, Tran, Windley*  
The minutes for March 26, 2025, were adopted.
4. **General Public Comment:**  
None.
5. **Report of the Chair:** (*Fromer*)  
Chair Posey thanked his peers for electing him to the position and he acknowledged former Chair Fromer for her leadership. He welcomed Commissioner Kristin Windley to her first meeting.

**Daniel L. Lurie**  
Mayor

**Damien Posey**  
Chair

**Dr. Gina Fromer**  
Vice-Chair

**Karen Chung**  
Commissioner

**Chika Mezie**  
Commissioner

**Marlene Tran**  
Commissioner

**Vacant**  
Commissioner

**Vacant**  
Commissioner

**Emily Pharr**  
Executive Director

**Carla Vaughn**  
Commission Secretary



6. **SFPUC Construction Updates on Ongoing Projects and New Staff Buildings at the Southeast Treatment Plant:**  
Following are the names of the presenters and the subject that was provided:  
Jignesh Desai, SFPUC Senior Project Manager – Construction project updates, also jobs and contracting resources\*  
Robert Mau, SFPUC Project Manager – Construction project updates related to engineering and maintenance, also the new campus at 2000 Marin\*  
Maureen Geoghegan, Clark Construction Senior Project Manager – Community and Local Business Enterprise and initiatives\*  
Christopher Valdez, SFPUC Community Outreach\*  
Betsy Kam, SFPUC Capital Director\*

For a copy of the full presentation please contact [cvaughn@sfwater.org](mailto:cvaughn@sfwater.org) .

Public Comment: None.

Questions and Comments from Commissioners:

Commissioner Mezie commented there was a lot of focus on the visual aspect and the smell has improved but there is concern regarding the air quality and they requested another presentation to address the air quality and how it is affecting the community. She also requested information regarding the transportation plan because massive projects along Islais Creek will affect a lot of community members that commute.

Commissioner Mezie requested more information regarding the Local Business Enterprise requirements.

- SFPUC staff responded the Office of Workforce Development can provide information regarding requirements and Clark Construction has hosted matchmaking events that have been attended by local contractors.

Commissioner Mezie asked if any of the recruitment processes provided special help for female recruits, and she wanted to know if training programs were available, and how many people had been employed by the SFPUC?

- SFPUC staff responded there are many women in construction on the Biosolids Project. They noted trainings were available through the Contracting Assistance Center, Office of Workforce Development, and Clark Construction. Staff responded they did not have an exact number available at this time.

Chair Posey thanked the presenters for the presentation and suggested they reach out to the A. Philip Randolph Institute and the Mission Hiring Hall and offer training to increase the local workforce.

Chair Posey also requested the SFPUC staff return and provide more information regarding the number LBE being hired.

Public Comment: None.

**7. Consideration of Amendments to the Southeast Community Facility Commission By-laws to Add a Rule Governing the Formation and Structure of Subcommittees of the Southeast Community Facility Commission (discussion and possible Action)**

Emily Pharr, Executive Director introduced Amendments to the Southeast Community Facility Commission By-laws to add a rule governing the formation and structure of subcommittees.

The amendments will establish two committees:

1. Community Programs Advisory Committee, responsible for advising the Commission on strategies to promote improvements in health, workforce development, careers, and education to benefit the community. This committee is also responsible for helping to inform and make recommendations for events planned by SECC staff at the Community Center.
2. Facility and Design Advisory Committee, responsible for reviewing the planning, design, and program elements of the Southeast Community Center. This committee also considers issues pertaining to environmental justice, community health, land use, and transportation planning.

The amendments specify that each committee shall consist of three (3) voting members from the Commission, with up to three alternate members from the Commission to serve in the event of absence or vacancy.

The amendments further outline that the Commission Chairperson will appoint committee members and alternates and may remove members in cases of two or more unexcused absences.

The Committees will regularly meet every other month, and a quorum will consist of at least two committee members or one member and one alternate

For a complete copy of the Resolution to consider amendments of the Southeast Community Facility Commission By-laws please contact [cvaughn@sfwater.org](mailto:cvaughn@sfwater.org) .

Executive Director Pharr noted the inclusion of alternates for each subcommittee would help to maintain functionality and prevent delays in issue that are important for the Commission to consider. She said that although the committees would no longer have community members as members of the actual body she wanted to acknowledge the valuable contribution they made over the years.

The Executive Director mentioned Linda Richardson, Dr. Veronica Hunnicutt, Kathryn Summers, Steven Tiell, Tandia O'Neal, and Brigitte LeBlanc as community members who worked hard along with the Commissioners to advocate for the Southeast Community.

Nicholas Whipps, Deputy City Attorney said the change is being suggested for efficiency, to ensure quorum is made, and to uphold the rules set by the City Attorney's office.

The Executive Director advised the Commission Chair will appoint Committee members and the alternates. She suggested the meetings should move to the second Thursday of each month with the Facility & Design Advisory Committee meeting on the odd numbered months, and the Community Programs Advisory Committee meeting on the even numbered months. Both meetings will take place at 6:00 p.m.

Director Pharr said the recommendation would allow more substantive meetings and noted the Administrative Code that created the Commission does not state that there can be community members or other individuals serving as members of subcommittees.

*Motion to accept the Resolution amending the Southeast Community Facility Commission By-laws to add a rule governing the formation and structure of the subcommittees of the Southeast Community Facility Commission to meet on the second Thursday of each month at 6:00 p.m. with the Facility & Design Advisory Committee meeting on the odd numbered months, and the Community Programs Advisory Committee meeting on the even numbered months. The changes will take place starting in June 2025.*

**Moved:** Tran **Second:** Chung

**Ayes:** Chung, Mezie, Posey, Tran, Windley

Questions and Comments from Commissioners:

Commissioners agreed it was a great idea and would give them some of their time back and allow them to do more work in the community.

Public Comment: None.

**8. SECFC Executive Director's Report (discussion only)**

Emily Pharr, Executive Director reported the Access Program would provide free computer repair support on Mondays and Wednesdays from 11:00 a.m. to 5:00 p.m. This will include diagnostics, hardware repairs, and laptop repair services for free.

The report included information on available career opportunities at the City and County of San Francisco including the SFPUC. For more information visit the city website:

<https://www.sf.gov/search-jobs-0>

The Executive Director provided reservation and event highlights, SEP Construction Updates, Contractor's Assistance Center Updates, and Upcoming Community Events.

For a copy of the full report contact [cvaughn@sfwater.org](mailto:cvaughn@sfwater.org)

Questions and Comments from Commissioners:

Commissioners inquired as to whether new business cards had been ordered?

- Staff advised the business cards would be ordered in the coming week.

Public Comment: None.

**9. Future Agenda Items Initiated by Commissioners (*discussion only*)**

Commissioners expressed interest in extending an invitation to Supervisor Shamann Walton as well as Mayor Daniel Lurie.

Chair Posey requested information regarding a new homeless site that is planned for the community.

Questions and Comments from Commissioners: None.

Public Comment: None.

**10. Announcements**

Staff announced the first annual Southeast Art and Soul Fest will take place on Sunday, April 27<sup>th</sup> from 1 PM to 7PM (doors open at 11 AM) at the Southeast Community Center. The event will celebrate the artistic and musical contributions of Bayview Hunters Point and Southeast San Francisco through live performances, curated art exhibits, and community resource activations.

Commissioner Mezie announced an APRI information session. One of the presenters will be Allied Universal and a program titled Open House. She said there will be a collaboration with the Southeast Community Center for a spring/summer job fair. The Commissioner extended an invitation to the trades and specifically Clark Construction to support opportunities for the community to have access to work.

Director Pharr announced the upcoming regular Commission meeting would have an important topic that the Commissioners have expressed interest in. It will be the affordability issue regarding water bill rates. Information will be provided by the SFPUC Customer Service Bureau.

Staff announced nameplates were ordered for the new Commissioner and department staff and as soon as we can secure photos of Commissioners Mezie and Windley we will be able to display the Commissioners photos.

Questions and Comments from Commissioners: None.

Public Comment: None.

**11. Adjournment**

The meeting adjourned at 7:46 p.m.

The next meeting of the Southeast Community Facility Commission will be Wednesday, May 28, 2025.

Carla Vaughn, Commission Secretary