Meeting Purpose: Discuss and confirm Community Stakeholder Group structure, membership, and nomination process
Planning Team: Kimia, Kamene, Aseel, Ilaria, Andi, David, Malik, Jeremy, Claudia, Ashley

Agenda
I. Mingle and Settle In (15 min)
   o Grab some lunch
   o Get to know you exercise at your table
II. Welcome and Announcements (10 min) - Kimia, Planning
   o Welcome and thank you for coming
   o Land Acknowledgement and Black History Month Acknowledgement
   o Agenda review
   o Meeting purpose
   o Project Updates
III. TCAP Community Stakeholder Group – Recommended Structure (60 min) - All
   o Presentation - Overview of Recommended Community Stakeholder Group Structure – Kamene, Planning (10 min)
   o Small Group Discussions (8 facilitators, 5-10 people/group) - (40 min)
   o Small Group Report Back (10 min)
IV. Closing and Next Steps (5 min) - Andi, Planning
   o Meeting with folks in language
   o Take feedback and confirm structure
   o Thank you and adjourn

*Zoom: https://us06web.zoom.us/j/89797212851
Meeting Agreements

1. **Respect across the board** - Keep language simple and civil
2. **Inclusivity** - Holding a safe AND honest space for everyone to share and not withholding truths.
3. **Stories stay, lessons leave** - Personal stories and self-disclosures are not shared outside the meeting
4. **One Mic** - one voice at a time, no interruptions (write out your thoughts/questions so you don't forget)
5. **Listen to Understand** - Process first, repeat, and lastly, respond
6. **Follow Through** - Do as you say and respect deadlines and communicate if not able to
7. **Assume Good Intent** - Throw glitter not shade
8. **Solution Contribution** - Provide solutions when challenging a recommendation. When you disagree, look for common ground or ideas you can work with and provide solutions
9. **Active Group Participation** - Be present, speak your truth and be engaged throughout the process
10. **Patience and Flexibility** - Plan with flexibility
Small Group Discussion Worksheet

Community Stakeholder Group

1. CSG Purpose and Role (10 min) *front page*
   Are there any other roles of the CSG in addition to these that we are missing?
   - Develop and implement the TCAP with Working Groups and City partners.
   - Advocate and mobilize community to ask for and justify resources for the TCAP.

2. CSG Nomination (Steps 1-3): Outreach, Training, and Nomination (10 min) *back page*
   Are there gaps in this nomination process or is it well balanced?

3. CSG Selection (Steps 4-5): Panel and Selection Criteria (10 min) *back page*
   What other criteria should we include to select CSG members?

4. CSG - Additional Discussion (10 min)
   Anything else that you would like to provide feedback on?
   - Membership - Number? Ratio? Seats decided by topic area or demographics?
   - City partner panelist selection
   - Other?
Challenges and Opportunities – Feedback from Community Partners

The following is a summary of the feedback received to-date regarding the first phase of the Tenderloin Community Action Plan. Please add additional feedback as needed.

Cultural competency

- Meetings
  - Meetings need to be culturally competent and age-appropriate.
- Outreach - ensure CBO reps and residents can attend
- Time management - make sure there is time for discussion
- Uncomplicate the info being used.

Community & City Partnership

- Building community/building citizen base
- Provide time for City and community to educate individuals.
- Think about the whole community when making decisions.
- Need more community and City trust building

Support community members in implementation

- How to write a proposals

Communication

- More communication needed about the overall plan and how does community weigh in
The Community Stakeholder Group (CSG) is the community-based partner in strategizing plan implementation and reviews analysis and drafts from the Working Groups.

<table>
<thead>
<tr>
<th>Who is a member:</th>
<th>How are members identified:</th>
<th>Additional information:</th>
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<tbody>
<tr>
<td>• Only Tenderloin residents, community organizations, and businesses can apply</td>
<td>• Community nomination</td>
<td>• Members are trained before the CSG begins and during the first 3-6 months</td>
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<tr>
<td>• There can be 15 members, 8 of which are residents</td>
<td>• Planning review</td>
<td>• The CSG meets once per month</td>
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<tr>
<td>• Tenderloin community members can attend the meetings as a participant but only members can make recommendations</td>
<td>• Final decision by a selection panel of City partners with TL knowledge</td>
<td>* more details on the next page</td>
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**Recommended Nomination and Selection Process**

All these steps will lead to the selection of the CSG members.

**STEP 1. Outreach**
- Planning lead with community partners’ support
- One-pager will communicate: CSG purpose, TCAP background, CSG purpose, nomination process
- Share materials with local organizations and businesses in gathering places and newspapers
- Ensure families and SRO residents receive outreach materials

**STEP 2. Trainings**
- Planning lead with community partners’ support
- Host trainings on the CSG member responsibilities, how to identify a nominee and how to nominate
- Share guidelines for nomination process. For example, no self-nominations

**STEP 3. Nomination**
- Community lead with Planning support
- Online and in-person nominations over a week-long period
- Nomination by a group or individual
- Planning will review nominees against selection criteria and provide recommendations for selection panel

**STEP 3. Selection Panel**
- Community lead with Planning support
- Selection panel will be City partners with Tenderloin knowledge
- Selection panel decide the final CSG members based on criteria and seat allocation
- Selection panel can decide to fill a gap in the CSG, as needed

### CSG Selection Criteria

**Potential selection criteria for Planning review and selection panel:**

**Resident seats could be determined by:**
- Experience with a Black, Native, or other people of color Tenderloin community
- Expertise in a TCAP plan area
- Received a nomination

**Community organization seats could include:**
- Housing and houselessness
- Connections to care
- Public realm and infrastructure
- Invest in and celebrate people and culture

**Business seats at the CSG could include:**
- At least one small business with 10 or fewer employees
- At least one sole proprietor business
- Maybe business with 50 or fewer employees

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For more info, visit:
https://sfplanning.org/project/tenderloin-community-action-plan