

**Recommends that the CIT Coordinator and CIT Liaison Officers hold monthly meetings with each district station captain. Each meeting should include regular agenda items relating to district CIT incidents, high frequency clients, and outcomes. The results of each meeting should be summarized in a quarterly review with the Chief of Police. Meetings should commence no later than January 1, 2019.**

Police Department Has been implemented

**Recommends that SFPD Technology Division assign a representative to attend all regular CIT Working Group meetings no later than October 1, 2018.**

Police Department Has been implemented

**Recommends that SFPD, in collaboration with CIT Working Group, identify both quantitative and qualitative standards to help measure CIT operational effectiveness. Newly adopted standards should include Cross Response (CR) incidents and jail diversion statistics. These standards should be part of the CIT annual report to the Police Commission. Standards should be adopted no later than January 1, 2019 and be set for inclusion in the 2018 CIT annual report to the Police Commission.**

We will be implemented

**Recommends that SFPD command staff consider reported CIT incident outcomes in deciding CIT officer assignments. This will help deploy CIT teams that are best equipped for the task. This consideration should begin no later than January 1, 2019.**

We will not be implemented because it is not warranted or reasonable

**Recommends that newly identified and budgeted programming personnel for SFPD Technology Division be hired no later than October 1, 2018.**

We will not be implemented because it is not warranted or reasonable

**Recommends that the CIT Coordinator and CIT Liaison Officers hold all regular CIT Working Group meetings by January 1, 2019.**

We will be implemented

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**Recommends that newly identified and budgeted programming personnel for SFPD Technology Division be hired no later than October 1, 2018.**

We will not be implemented because it is not warranted or reasonable

**Recommends that the use of crisis intervention techniques be reported within the CAD record. This broad designation of CIT incident responses should start no later than January 1, 2019.**

We will not be implemented because it is not warranted or reasonable

**Recommends that SFPD command staff be allowed to spread their attendance in CIT training over two or more training sessions. Flexible sessions should start by October 1, 2018.**

We will be implemented

**Recommends that CIT administrators develop a department bulletin which outlines the full range of community resources to support officers who are assisting residents in crisis. The bulletin should be in place no later than January 1, 2019.**

We will be implemented

**Recommends that an academic institutional partner be assigned to assess and periodically review the efficacy of the 40 and 10 hour CIT Training courses.**

We will be implemented

**Recommends that SFPD officers who have completed the 40 hour CIT training course be surveyed six months to one year later to reflect on the usefulness of individual modules and to determine what worked and what did not work in the training. This new survey should start no later than April 1, 2019.**

We will be implemented

In 2018, SFPD partnered with an academic institution to assess the efficiency of the CIT Training courses. We are currently discussing a potential partnership with an academic institution to develop a methodology that will measure the efficacy of the CIT Training courses. The goal is to have the initial deliverable on or before January 1, 2019.

Recommendation Implemented

R10 Recommends that SFPD officers who have completed the 40 hour CIT training course be surveyed six months to one year later to reflect on the usefulness of individual modules and to determine what worked and what did not work in the training. This new survey should start no later than April 1, 2019.

We will be implemented

In 2018, SFPD partnered with an academic institution to develop a survey for CIT trained officers to take six months to one year after their training. Once an agreement is reached, the academic institution will be the lead on the survey. This will be completed by April 1, 2019.

Recommendation Implemented

In November 2018, SFPD partnered with an academic institution to develop a survey for CIT trained officers to take six months to one year after their training.
### 2019 Department Responses

#### 2017-18 Crisis Intervention: Bridging Police and Public Health

**Recommendation: R11 Recommends the Chief of SFPD publicly state the CED (Taser) certification program will not affect the CED/Taser training program.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** Staff have decided to certify all officers who have completed the CED/Taser training. This has been implemented because it is not warranted or reasonable.

**Recommendation: R12 Recommends renewal and elaboration of the current MOU between SFPD and DPH, and the associated DPH manual.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** The MOU has not been renewed or elaborated because it is not warranted or reasonable.

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**Recommendation: R13 Recommends filing the five budgeted Crisis Intervention Specialist positions with field-ready clinicians. Clinicians should be dedicated to the CIT program and placed in the field no later than October 1, 2018.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** Clinicians have been placed in the field no later than October 1, 2018.

**Recommendation: R14 Recommends DPH/BHS leadership and the CIT Working Group hold joint quarterly meetings to examine and analyze CIT program data, assess program progress, and identify appropriate program adjustments. These meetings should begin no later than January 1, 2019.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** Quarterly meetings have been held to examine and analyze CIT program data, assess program progress, and identify appropriate program adjustments. These meetings have begun no later than January 1, 2019.

**Recommendation: R15 Recommends that in addition to the Subcommittees referred to in Recommendation 13, DPH hire five additional Crisis Intervention Specialists by December 1, 2019. One Specialist will be assigned to each district station for coordination and collaboration with SFPD CIT liaison officers.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** Five additional Crisis Intervention Specialists have been hired by December 1, 2019.

**Recommendation: R16 Recommends the Planning Department and the Department of Building Inspection jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** The Planning Department and the Department of Building Inspection have implemented several process and policy changes designed to incentivize and facilitate ADU construction. The Departments have increased flexibility for property owners to add units to their properties. Further analysis is warranted to analyze City codes for further recommendations. Planning and DBI will jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.

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**Recommendation: R17 Recommends the Chief of SFPD publicly state the CED (Taser) certification program will not affect the CED/Taser training program.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** Staff have decided to certify all officers who have completed the CED/Taser training. This has been implemented because it is not warranted or reasonable.

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**Recommendation: R18 Recommends the Planning Department and the Department of Building Inspection jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** The Planning Department and the Department of Building Inspection have implemented several process and policy changes designed to incentivize and facilitate ADU construction. The Departments have increased flexibility for property owners to add units to their properties. Further analysis is warranted to analyze City codes for further recommendations. Planning and DBI will jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.

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**Recommendation: R19 Recommends the Planning Department and the Department of Building Inspection jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** The Planning Department and the Department of Building Inspection have implemented several process and policy changes designed to incentivize and facilitate ADU construction. The Departments have increased flexibility for property owners to add units to their properties. Further analysis is warranted to analyze City codes for further recommendations. Planning and DBI will jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.

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**Recommendation: R20 Recommends the Planning Department and the Department of Building Inspection jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** The Planning Department and the Department of Building Inspection have implemented several process and policy changes designed to incentivize and facilitate ADU construction. The Departments have increased flexibility for property owners to add units to their properties. Further analysis is warranted to analyze City codes for further recommendations. Planning and DBI will jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.

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**Recommendation: R21 Recommends the Planning Department and the Department of Building Inspection jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.**

- **Response Required:** Not required because it is not warranted or reasonable.
- **Implementation:** The Planning Department and the Department of Building Inspection have implemented several process and policy changes designed to incentivize and facilitate ADU construction. The Departments have increased flexibility for property owners to add units to their properties. Further analysis is warranted to analyze City codes for further recommendations. Planning and DBI will jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019, for code amendments designed to encourage homeowners to build more ADUs.
<table>
<thead>
<tr>
<th>CGU Year</th>
<th>Report Title</th>
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<th>Original 2018 Response Text (provided by CGU)</th>
<th>2019 Responses(1)</th>
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<tr>
<td>2017-18</td>
<td>Mitigating the Housing Crisis: Accessory Dwelling Units and Modular Housing</td>
<td>R1 Recommends the Planning Department and the Department of Building Inspection jointly review their codes and submit joint recommendations to the Board of Supervisors no later than April 1, 2019 for code amendments designed to encourage homeowners to build more ADUs.</td>
<td>Planning Department</td>
<td>Will be implemented</td>
<td>Since last year, the Department of Building Inspection and Planning Department have implemented several process and policy changes designed to incentivize and facilitate ADU construction. The multi-agency ADU roundtable meets twice a week bi-monthly, providing simultaneous plan review for ADU permit applications, eliminating the backlog for such projects, and issuing joint permit letters. City Agencies also offer re-check meetings, conducted twice a week bi-monthly, for ADU permits to ensure revisions are reviewed in a timely manner. A Multi-Agency ADU Checklist was created with input from all City Agencies that are involved in the review process to provide resources and technical assistance that ensures complete applications. DBI issued Information Sheet EG-03, which clarified acceptable local equivalences for existing in ADUs. DBI also created special ADU guides, which provide critical information to ADU applicants who might not be familiar with the construction permitting process. Planning designed a dedicated review station for ADUs on our fifth floor permit center. The ADU legislation was amended in late summer to further encourage homeowners to build ADUs by allowing ADUs in new construction for single- and multi-family buildings, clarifying the minimal approval process and creating an expedited Board of Appeals process for certain ADUs in single-family homes meeting specific requirements. In September Mayor Breed signed aDBI ADU fee waiver as a one-year pilot project (Ord. 207-19) into law, with the goal of further incentivizing these ADU construction projects. Additional Planning Department-specific legislative amendments will continue to be implemented on an on-going basis.</td>
<td>Recommendation Implemented</td>
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<td>Mitigating the Housing Crisis: Accessory Dwelling Units and Modular Housing</td>
<td>R2 Recommends the Board of Supervisors amend existing City codes and ordinances, before June 30, 2019, to waive or reduce ADU permit fees, with the understanding that reduced departmental revenues would be made up from the City’s general fund.</td>
<td>Board of Supervisors</td>
<td>Requires further analysis</td>
<td>The Board of Supervisors reports that Recommendations No. R2 and R3 have been implemented through the adoption of an ordinance on file with the Clerk of the Board of Supervisors in File No. 190214.</td>
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<td>R3 Recommends the Board of Supervisors structure fees separately for ADUs in single family residences and ADUs in multi-unit buildings, specifically designed to ease the permitting costs for single family homeowners.</td>
<td>Board of Supervisors</td>
<td>Requires further analysis</td>
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<td>R4 Recommends the five agencies involved with ADU permitting establish a shared meeting space by January 1, 2019, and not wait for the completion of the new shared agency building. This space would be used by point persons from each of the five permitting agencies to expedite the ADU permit approval process.</td>
<td>Department of Building Inspection</td>
<td>Has been implemented</td>
<td>DBI, Planning, SPD, DPW, and PUC currently have staff members located together at a shared meeting space on the fifth floor at 1860 Mission Street to expedite the ADU permit approval process. ** Resolution No. 342-18</td>
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<td>Public Utilities Commission</td>
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(1) **Response not required: Recommendation has been fully implemented or abandoned.**
It is critical that housing units built in factories outside of San Francisco comply with our local codes to have DBI participate in reviewing and approving the plans and inspection reports. Will not be implemented because it is not warranted or reasonable.

While the idea to use the 1068 site for construction trades training for residents is a good one, the space has already been programmed to be used for the CHEF’s program. The CHEF’s program is currently in operation at other locations, replaceable by ECS at the 1068 site, and has a proven track record regarding employment for formerly homeless persons. Additionally, restrictions bestowed on the site when transferred from the federal government mandate that the site be used only to serve formerly homeless individuals, which would limit participation in a construction training program.

Mission Bay Block 9 is similarly not available for a construction training program because the demand for robust supportive services at Mission Bay South Block 9 requires the entirety of the project's ground floor space not otherwise used for mechanical and utility uses. The non-mechanical/utility ground floor uses include suites to accommodate supportive services, property management functions, exam rooms, community room and kitchen, and a lounge.

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Recommendation
Outreach has been made challenging by a constantly shifting legislative environment. Nonetheless, Planning Department Staff has spoken at a range of industry and other public events and anticipates completing substantial outreach efforts by Q2 2020.

** It is critical that housing units built in factories outside of San Francisco comply with our local code and are built to a standard that ensures safety and quality. However, it will be far more efficient to have DBI participate in reviewing and approving the plans and inspection procedures at the factory before manufacturing begins.

** Mayor will not be implemented because it is not warranted or reasonable.

R10 Recommends the Planning Department expand its public outreach on ADUs to increase homeowner awareness of ADU opportunities.

To date, the Planning Department has conducted the following to market and publicize the ADU program: Developed an ADU handbook that include six ADU prototypes, developed an ADU video, created user friendly Fact Sheets, hosted, co-hosted, and attended public events to present the program and answer common public questions. Moving forward, the ADU planning team received a grant for community outreach from Friends of City Planning (FOCP) for $29,000 to update and create materials, and facilitate community outreach. Part of the grant is to contract a consultant to update the ADU Handbook for updated prototypes to reflect Code changes and conduct an updated financial analysis. Anticipated timelines for finalization is late Fall of 2018. This ADU Handbook is a free online resource, and is used by design professionals and homeowners to learn about how an ADU could fit on their property, as well as used as a resource at outreach events.

Furthermore, Planning will create a one-stop online ADU resource portal anticipated by end of Q3 2019. These tools will be aimed to single family homeowner audience and to multi-unit homeowner audience.

The community outreach (Planning and DBI) anticipated timeline is as follows:
- To design professionals fall 2018*
- To single-family homeowners Q4 2018 – Q1 2019*
- *Preceded on DBI & FCE mutually agreeing on equivalences

In January 2018, Mayor Breed announced her support of the development of a plan to establish a modular housing factory within the City limits staffed by union labor. The City has hired a consultant to review whether a modular factory staffed by union workers is feasible. The city expects the consultant to work to conclude by the end of this year.

R11 Recommends the Mayor support the establishment of a union-staffed modular housing factory in San Francisco.

The final FY 2018-19 and FY 2019-20 budget includes a total of $1.6 million over the two years for the Open Source Voting System project. These funds are a combination of COIT funding included in the Mayor's proposed budget and other General Fund dollars added by the Board of Supervisors. This funding will, in part, be used to hire a Project Manager responsible for communicating with collaboration jurisdictions, engaging experts, managing and tracking project risks, and establishing cost and timeline targets.

R9 Recommends the Planning Department waive parking space requirements for ADUs built in single-family residences.

Has been implemented

The Planning Code does not require parking for addition of one unit to any building. This control was already in place even before the ADU program. The ADU program expanded this by not requiring parking for ADUs, even when more than one ADU is proposed at one property. The Planning Code permits this through the provision of bicycle parking at the property, or through the granting of an administrative exception to the parking requirement per the ADU program. The ADU program made removing existing required parking also possible. This provision was built into the ADU program since its early inception in 2014. The Planning Code permits this through the provision of bicycle parking at the property, or through the granting of an administrative exception to the parking requirement per the ADU program.

R8 Recommends the Department of Building Inspection regularly inspect modular factories outside the City, if those factories are building housing for the City, to ensure construction is built to comply with City codes.

Will not be implemented because it is not warranted or reasonable.

R7 Recommends the Department of Building Inspection regularly inspect modular factories outside the City, if those factories are building housing for the City, to ensure construction is built to comply with City codes.

Will not be implemented because it is not warranted or reasonable.

R6 Recommends the Planning Department expand its public outreach on ADUs to increase homeowner awareness of ADU opportunities.

Has been implemented

R1 Recommends that the Mayor include funding in their next budgeting cycle to support the Open Source Voting System project. These funds are a combination of COIT funding included in the Mayor's proposed budget and other General Fund dollars added by the Board of Supervisors. This funding will, in part, be used to hire a Project Manager responsible for communicating with collaboration jurisdictions, engaging experts, managing and tracking project risks, and establishing cost and timeline targets.

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R2 Recommends the Mayor's Office set up a working group responsible to oversee the project and approve structural decisions made by the Project Manager. The working group should contain representatives from Mayor's Office, OSTVAC, COIT, and DoT. After planning completes, funding requests for the OSVS would be recommended to the working group by the Project Manager, and would then be recommended to the Mayor for inclusion in the city budget. This group should be formally constructed by October 1, 2018, and should begin a hiring process for a Project Manager as soon as funding is allocated.

Will not be implemented because it is not warranted or reasonable.

R1 Recommends the Planning Department expand its public outreach on ADUs to increase homeowner awareness of ADU opportunities.

Has been implemented

The Planning Code does not require parking for addition of one unit to any building. This control was already in place even before the ADU program. The ADU program expanded this by not requiring parking for ADUs, even when more than one ADU is proposed at one property. The Planning Code permits this through the provision of bicycle parking at the property, or through the granting of an administrative exception to the parking requirement per the ADU program. The ADU program made removing existing required parking also possible. This provision was built into the ADU program since its early inception in 2014. The Planning Code permits this through the provision of bicycle parking at the property, or through the granting of an administrative exception to the parking requirement per the ADU program.

R8 Recommends the Department of Building Inspection regularly inspect modular factories outside the City, if those factories are building housing for the City, to ensure construction is built to comply with City codes.

Will not be implemented because it is not warranted or reasonable.

R6 Recommends the Department of Building Inspection regularly inspect modular factories outside the City, if those factories are building housing for the City, to ensure construction is built to comply with City codes.

Will not be implemented because it is not warranted or reasonable.

R1 Recommends that the Mayor include funding in their next budgeting cycle to support the Open Source Voting System project. These funds are a combination of COIT funding included in the Mayor's proposed budget and other General Fund dollars added by the Board of Supervisors. This funding will, in part, be used to hire a Project Manager responsible for communicating with collaboration jurisdictions, engaging experts, managing and tracking project risks, and establishing cost and timeline targets.

The community outreach (Planning and DBI) anticipated timeline is as follows:
- To design professionals fall 2018*
- To single-family homeowners Q4 2018 – Q1 2019*
- *Preceded on DBI & FCE mutually agreeing on equivalences

In January 2018, Mayor Breed announced her support of the development of a plan to establish a modular housing factory within the City limits staffed by union labor. The City has hired a consultant to review whether a modular factory staffed by union workers is feasible. The city expects the consultant to work to conclude by the end of this year.

R2 Recommends the Mayor's Office set up a working group responsible to oversee the project and approve structural decisions made by the Project Manager. The working group should contain representatives from Mayor's Office, OSTVAC, COIT, and DoT. After planning completes, funding requests for the OSVS would be recommended to the working group by the Project Manager, and would then be recommended to the Mayor for inclusion in the city budget. This group should be formally constructed by October 1, 2018, and should begin a hiring process for a Project Manager as soon as funding is allocated.

Will not be implemented because it is not warranted or reasonable.

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Will not be implemented because it is not warranted or reasonable.
Based on the Office of Controller's preliminary analysis, there are no California counties using The San Francisco Administrative Code Chapter 21, Acquisition of Commodities and Services, Ranked Choice Voting at this time. Moreover, Secretary of State has only approved Dominion’s voting system for conducting RCV. This analysis should be completed by October 1, 2018, and be updated consistently.

**Recommendation**

The San Francisco Administrative Code Chapter 21, Acquisition of Commodities and Services, requires further analysis. The San Francisco Department of Technology (DoT) will not be implemented because it is not warranted or reasonable.

**Recommendation**

The San Francisco Administrative Code Chapter 21, Acquisition of Commodities and Services, already requires the City’s Contracting Officers to review solicitations to determine whether the solicitation could be altered and reused in a manner that would likely be attractive responsive offers. Also, Administrative Code Section 6.22 provides guidance for construction and professional services contracting. Specifically, Section 6.22 (c), Procedure Upon Rejection or Failure of Bid(s), provides guidance to Department Heads on appropriate actions to take for no one bid. Further, the Office of the Controller already conducts audits and investigations of the City’s contracting procedures, including those relating to the Requests for Proposals process in fulfillment of the San Francisco Charter, Appendix F, Section F.1.106.

**Recommendation**

The San Francisco Administrative Code Chapter 21, Acquisition of Commodities and Services, recommends the Office of the Controller set up a process to trigger review of city RFPs that only receive one bidder, and, when feasible, perform a market analysis to determine why the procurement process has not included participation of additional vendors. This process should be in place by April 1, 2019.

**Recommendation**

The San Francisco Administrative Code Chapter 21, Acquisition of Commodities and Services, recommends publishing a quarterly summary of the state of the OSV project. The Department of Technology and the Elections Commission will provide an update for this recommendation no later than 28 December 2018.

**Recommendation**

The San Francisco Administrative Code Chapter 21, Acquisition of Commodities and Services, recommends that San Francisco’s Elections Commission conduct a systematic evaluation of partner interest in using the OSV system developed in SF. This evaluation should reach out to all Departments of Elections in all counties within California, focusing on potential use and cost sharing. This analysis and reporting should be completed by April 1st, 2019.
**2017-18 Open Source Voting in San Francisco**

**R9** Recommends that San Francisco's Elections Commission conduct a systematic review of open source voting projects in other states and determine the level of activity and investment in such systems. This recommendation has been fully implemented and abandoned.

**2017-18 Open Source Voting in San Francisco**

**R10** Recommends that the Department of Elections evaluate the possibility of incorporating 2018 NVRA funding into the development of the OSV system, so that federal technology agencies have jurisdiction to help develop the project. The flexibility of this should be formally evaluated and published by the Department of Elections by January 1st, 2019. The Department will implement this recommendation by stated deadline of 31 January 2019.

**2017-18 Open Source Voting in San Francisco**

**R11** Recommends that the Department of Elections, along with the Election Commission, reach out to 18F and the USDS to evaluate a possible partnership to build the OSV system with them. This recommendation is unwarranted, especially in consideration of the January 1, 2019 deadline, because the City must still identify a person with the appropriate skills to fill the project manager role. The project manager will need to lead efforts to define the specifications of an open source voting system, and the results of those inquiries should be made publicly available after discussion concludes.

**2017-18 Open Source Voting in San Francisco**

**R12** Recommends that the Elections Commission establish a coalition of supportive non-profit organizations in a formal structure to support the project. This list of collaborations and contacts should be constructed and published by January 1st, 2019. The Elections Commission will not be implemented because it is not warranted or reasonable.

**2017-18 Open Source Voting in San Francisco**

**R13** Recommends that the Department of Elections, working with the Elections Commission, establish a Memorandum of Understanding with the California Secretary of State that addresses how the California certification process will accommodate modular development and vulnerability patches, to align the SOS’s process with open source best practices. The discussion of this memo should begin by January 1st, 2019.

**2017-18 Open Source Voting in San Francisco**

**R14** Recommends that the Department of Elections, working with the Elections Commission, establish a Memorandum of Understanding with the California Secretary of State that addresses how the California certification process will accommodate modular development and vulnerability patches, to align the SOS’s process with open source best practices. The discussion of this memo should begin by January 1st, 2019. The Department of Elections Director has agreed to implement this recommendation by stated date of January 1, 2019.

**2017-18 Open Source Voting in San Francisco**

**R15** Recommends the Executive Director of the San Francisco Animal Care and Control (SFACC) study methods to provide 24-hour ACO coverage, either by full staffing or by on-call staffing, and report on this matter to the City Administrator by April 1st, 2019. The Animal Care and Control would need an on-call officer and an additional six hours a day, seven days a week. The recommendation is unwarranted, especially in consideration of the January 1, 2019 deadline, because the City must still identify a person with the appropriate skills to fill the project manager role. The project manager will need to lead efforts to define the specifications of a 24-hour ACO coverage, either by full staffing or by on-call staffing, and report on this matter to the City Administrator by April 1st, 2019.

**2017-18 Open Source Voting in San Francisco**

**R16** Recommends that the Department of Elections, working with the Elections Commission, establish a Memorandum of Understanding with the California Secretary of State that addresses how the California certification process will accommodate modular development and vulnerability patches, to align the SOS’s process with open source best practices. The discussion of this memo should begin by January 1st, 2019. The Department of Elections Director has agreed to implement this recommendation by stated date of January 1, 2019.

**2017-18 Open Source Voting in San Francisco**

**R17** Recommends the Executive Director of SFACC provide the SFPD VDD Unit (with NVRA remote desktop protocol or VPN virtual private network access) to Chameleon, one seat license and a login to Chameleon, by January 1, 2019. The ACC provided SFPD access to Chameleon more than a year ago. SFPD reports that its firewall prevents access to Chameleon, and that the condition is unlikely to be remedied. As a result, SFPD will continue to call in for information, or may come to the ACC squad room.

**2017-18 Our Lovable Pets: Dogs and Public Safety in San Francisco**

**R18** Recommends the Executive Director of SFACC provide the SFPD VDD Unit (with NVRA remote desktop protocol or VPN virtual private network access) to Chameleon, one seat license and a login to Chameleon, by January 1, 2019. The ACC provided SFPD access to Chameleon more than a year ago. SFPD reports that its firewall prevents access to Chameleon, and that the condition is unlikely to be remedied. As a result, SFPD will continue to call in for information, or may come to the ACC squad room.

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**Notes:**

- **Implemented:** The recommendation has been fully implemented.
- **Not Implemented:** The recommendation has not been implemented.
- **Implemented: Not Warranted or Not Reasonable:** The recommendation is unwarranted or unreasonable.
- **Will Not Be Implemented: Not Warranted or Not Reasonable:** The recommendation is unwarranted or unreasonable.
- **Will Not Be Implemented:** The recommendation has been fully implemented or abandoned.
- **Agency elected not to respond:** The recommendation has been elected not to respond.

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**Status of the Recommendations by the Civil Grand Jury 2017-18**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>2017-18</td>
<td>Open Source Voting in San Francisco</td>
<td>R9</td>
<td>Requires further analysis</td>
<td>The Elections Commission does not have adequate resources to implement this recommendation. Further analysis will be required to determine responsibility and resourcing. The Elections Commission will provide an update for this recommendation no later than 28 December 2018.</td>
<td>UPDATE 12/27/18: The Elections Commission requests an extension of a final response to the recommendation to 31 January 2019.</td>
<td>Will Not Be Implemented: Not Warranted or Not Reasonable.</td>
<td>The Elections Commission does not have adequate resources to implement this recommendation. However, the San Francisco Department of Technology is undergoing a survey of the State of Open Source Voting Projects Analysis intended to identify the possible existing projects that would be a good partner for the City and we would contact and do deep discussions with these soon.</td>
</tr>
<tr>
<td>2017-18</td>
<td>Open Source Voting in San Francisco</td>
<td>R10</td>
<td>Will be implemented</td>
<td>The Department will evaluate whether federal grant monies are available under the Help America Vote Act which, if possible, would allow federal agencies to assist in developing an open source voting system. The Department can determine whether NVRA funding exists by January 1, 2019.</td>
<td>Recommendation Implemented</td>
<td>The Department currently has no information that supports federal technology agencies assisting the City to develop a voting system.</td>
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</tr>
<tr>
<td>2017-18</td>
<td>Open Source Voting in San Francisco</td>
<td>R11</td>
<td>Will not be implemented because it is not warranted or reasonable</td>
<td>Due to resourcing and subject matter expertise, neither the Department of Elections nor Elections Commission will perform direct outreach and evaluation of possible partnership to build an open source voting system.</td>
<td>Recommendation Implemented</td>
<td>The Department contacted and spoke with a representative from 18F who indicated a project such as developing a voting system on its components in larger and of a longer timeframe than other projects that 18F would agree to undertake. The Department attempted to contact USDS several times but never received a response.</td>
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<td>UPDATE 12/27/18: The Elections Commission requests an extension of a final response to the recommendation to 31 January 2019.</td>
<td>Will Not Be Implemented: Not Warranted or Not Reasonable.</td>
<td>The Elections Commission does not have adequate resources to implement this recommendation. However, the San Francisco Department of Technology will engage a coalition of supportive non-profit organizations as part of the project with an even broader definition of involving the SF community to participate on a working group to help work on aspects of the project.</td>
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<td>Open Source Voting in San Francisco</td>
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<td>Will be implemented</td>
<td>The Department of Elections Director has agreed to implement this recommendation by stated date of January 1, 2019.</td>
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**Notes:**

- **R** Recommended
- **UPDATE** Update
- **Response not required:** Recommendation has been fully implemented or abandoned.

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**Office of the Controller**

**2019 Department Responses**

**Status of the Recommendations**

**2017-18**

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<table>
<thead>
<tr>
<th>CGJ Year</th>
<th>Report Title</th>
<th>R #</th>
<th>Recommendation</th>
<th>Response Required</th>
<th>Original 2018 Response</th>
<th>2019 Response(s)</th>
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<tbody>
<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R3</td>
<td>Recommends the Executive Director of SFACC publish on their website, for each of the most current five years, statistics about dog bites against humans in San Francisco, divided into categories based on whether the bites were provoked, and whether the biting dog was on a leash at the time of the bite. This to be implemented no later than July 1, 2019.</td>
<td>Animal Care and Control</td>
<td>Will not be implemented because it is not warranted or reasonable</td>
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<td>ACC records this data from the bite reports, if it is available, but we do not believe it to be useful for formulating policy. For example, dogs who bite people when they are on that guardian's property are often off-leash, but this is what would be expected. The bite report was developed to obtain data for rabies prevention, not for behavior analysis.</td>
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<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R4</td>
<td>Recommends the Executive Director of SFACC publish on their website up-to-date information for all dogs that have been deemed Vicious and Dangerous by an authorized Hearing Officer and for which that status is still in effect. This information to include the residential address of the dog and/or its location on a map, the name of the dog, the breed of the dog, either a description or a photo of the dog, and the date of the most recent enforcement field visit by an ACO. This to be implemented no later than January 1, 2020.</td>
<td>Animal Care and Control</td>
<td>Will not be implemented because it is not warranted or reasonable</td>
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<td>ACC could post this information on its website. However, we believe that public notice has already been served by the existing requirements of a special dog tag and the signage on the house. Posting this information on ACC’s website seems to be an unwarranted invasion of privacy, disproportionate to the potential harm. If a resident has concerns about a particular dog, ACC is available to provide that information.</td>
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<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R5</td>
<td>Recommends the Executive Director of SFACC change the current practice of only teaching dog owners about the benefits of keeping their dogs on a leash to include issuing a citation to those dog owners whose dogs are far away from the guardian that the officer has difficulty matching the dog with the guardian. Successfully implementing a more stringent level of enforcement would require public comment and support.</td>
<td>Animal Care and Control</td>
<td>Will not be implemented because it is not warranted or reasonable</td>
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<td>ACC currently issues off leash citations if a dog is actively causing a problem or if the dog is so far away from the guardian that the officer has difficulty matching the dog with the guardian. Successfully implementing a more stringent level of enforcement would require public comment and support.</td>
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<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R6</td>
<td>Recommends the City Administrator instruct the VDI Hearing Officers that Ex Parte communications involving any issue in any cases are not allowable outside the Hearing unless all parties to the Hearing are present. These instructions to be given as soon as practicable, and no later than January 1, 2019.</td>
<td>City Administrator</td>
<td>Has been implemented</td>
<td>The Office of the City Attorney already provides this instruction in its annual training for hearing officers. The hearing officer who violated this procedure is no longer actively hearing cases.</td>
</tr>
<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R7</td>
<td>Recommends the Executive Director of SFACC establish a data entry manual that includes standard procedures written for all Chameleon data entry, no later than July 1, 2019.</td>
<td>Animal Care and Control</td>
<td>Will be implemented</td>
<td>There is a manual for Chameleon, but the department would benefit from improved documentation. ACC is in the midst of making revisions to Chameleon and will update materials afterwards.</td>
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<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R8</td>
<td>Recommends the Executive Director of SFACC establish data entry training and supervision over data entry procedures in Chameleon, to ensure accurate and uniform data entry, no later than July 1, 2019.</td>
<td>Animal Care and Control</td>
<td>Has been implemented</td>
<td>Staff are trained and supervised on data entry, and manuals will be updated. ACC audits and corrects shelter data monthly.</td>
</tr>
<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R9</td>
<td>Recommends the Executive Director of SFACC authorize and work with the Information Technology Director of San Francisco Department of Administrative Services to implement the changes in Chameleon data entry setup which were recommended by the paid consultant, Dr. Delaney; this work to be finished no later than July 1, 2019.</td>
<td>Department of Technology</td>
<td>Will be implemented</td>
<td>This finding and recommendation was meant to be directed to the General Services Agency - Information Technology Division of the City Administrator's Office. ACC has been steadily implementing many of Dr. Delaney's recommendations. She made 29 recommendations; 7 have been completed, 13 are in progress, 7 have not been started and 2 will not be implemented.</td>
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<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R10</td>
<td>Recommends the Executive Director of SFACC request Friends of SFACC to fund a study by a qualified expert of Chameleon data entry for the Field activity division, and to authorize and work with the Information Technology Director of San Francisco Department of Administrative Services to implement those changes in Chameleon that will improve data entry accuracy and integrity. This work to be concluded no later than January 1, 2021.</td>
<td>Animal Care and Control</td>
<td>Will be implemented</td>
<td>ACC has been steadily implementing many of Dr. Delaney's recommendations. She made 29 recommendations; 7 have been completed, 13 are in progress, 7 have not been started and 2 will not be implemented.</td>
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<td>Animal Care and Control</td>
<td>Will not be implemented because it is not warranted or reasonable</td>
<td>This finding and recommendation was meant to be directed to the General Services Agency - Information Technology Division of the City Administrator's Office. There is not an accuracy problem in the data.</td>
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<td>Animal Care and Control</td>
<td>Will not be implemented because it is not warranted or reasonable</td>
<td>There is not an accuracy problem in the data.</td>
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(1) **** Response not required: Recommendation has been fully implemented or abandoned.
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<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R11 Recommends the Executive Director of SFACC study methods to increase compliance with dog license laws in San Francisco by at least 50% as measured by the number of active dog licenses as of December 31, 2017, the study to include but not limited to such options as lowering license fees across the board, adding some benefit(s) to dog owners for having dogs licensed, instituting a meaningful follow-up to the &quot;final notice&quot; automated dog license letters, and finding a better online interface for dog license applications, plus any other measures that may occur to them. This study to be completed and submitted to the City Administrator no later than July 1, 2019.</td>
<td>Animal Care and Control</td>
<td>WILL NOT be implemented because it is not warranted or reasonable</td>
<td>ACC has been actively exploring alternatives to the current on-line system. When current supplies of tags are exhausted, ACC will begin using a new tag which includes a 24-hour lost dog hotline and a QR code to assist in uniting pets and families faster.</td>
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<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R12 Recommends the San Francisco Chief of Police modify General Order 8.07 to bring it into compliance with local ordinances and with current practice. The General Order will also be modified to include the existence and function of the Animal Care and Control’s Vicious and Dangerous Dog Unit. These changes, either incorporated into the existing General Order or into a new superseding General Order, to be presented to the Police Commission for approval no later than April 1, 2019.</td>
<td>Police Department</td>
<td>WILL BE implemented</td>
<td>The General Order is being revised to meet today's and future standards for the members of the San Francisco Police Department in handling dog bite reports, dog barking complaints, and dog-related incidents such as encountering vicious and dangerous dogs. The function and duties of the Vicious and Dangerous Dog Unit will also be addressed. The San Francisco Police Department released Department Bulletin 16-123 to cover the needed changes to further protect public safety until the new San Francisco Police Department General Order is finalized. The San Francisco Police Department will work with Animal Care and Control and members of the Commission of Animal Welfare to develop the best General Order possible. The presentation and review schedule of SFPD DGOs to the Police Commission is set by that body: currently this DGO is scheduled for review in 2022. SFPD will not meet the CGJ deadline of April 2019.</td>
<td>**</td>
<td>Will Be Implemented in the Future</td>
</tr>
<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R13 Recommends the City Administrator's Office and the San Francisco Chief of Police agree on a Memorandum of Understanding (MoU) specifying that San Francisco Police Department will continue to be in charge of the enumerated clerical and ministerial function for the Hearing Officers of the Vicious and Dangerous Dogs Hearings. This MoU to be completed by July 1, 2019.</td>
<td>City Administrator</td>
<td>WILL NOT be implemented because it is not warranted or reasonable</td>
<td>The City Administrator's Office, Police Department, and Department of Public Health will establish policies, procedures, and agreements as needed to enumerate each department's responsibilities related to vicious and dangerous dogs.</td>
<td>**</td>
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<tr>
<td>2017-18</td>
<td>Our Lovable Pets: Dogs and Public Safety in San Francisco</td>
<td>R14 Recommends the San Francisco City Administrator instruct Hearing Officers for the Vicious and Dangerous Dogs Hearings that it is their responsibility, pursuant to SF Health Code sections 42.3(C)(3) and (i), to find a dog either Vicious or Dangerous or not Vicious or Dangerous, and that holding such Decision &quot;in abeyance&quot; is no longer an option. This instruction to be given no later than March 31, 2019.</td>
<td>City Administrator</td>
<td>WILL NOT be implemented because it is not warranted or reasonable</td>
<td>Decision options available to hearing officers were reviewed and approved by the Office of the City Attorney. ACC will consult with the City Attorney's office to determine if revisions should be made.</td>
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