



TBD, Commission Chair
Zea Malawa, Commission Vice Chair
Theresa Zighera, Interim Executive Director

COMMISSIONERS:
Linda Asato
E'leva Hughes Gibson
Lynn Merz
Joan Miller
Maria Su

MEETING AGENDA SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION

DATE: Wednesday, December 4, 2019

TIME: 4:30pm – 6:30pm

PLACE: 1390 Market Street, Ste. 1125

1. Call to order
2. Roll call
3. General public comment
4. Public hearing on the First 5 California 2017-18 annual report (Action Item) [Commissioners provided with the following: coversheet] – Zea will introduce these as already having voted on.
5. Public hearing on the First 5 San Francisco 2016-2021 strategic plan (Action Item) [Commissioners provided with the following: coversheet and strategic plan summary]
6. Public hearing on the First 5 San Francisco 2018-19 annual audit (Action Item) [Commissioners provided with the following: coversheet]
7. Public hearing on the First 5 San Francisco 2018-19 annual report (Action Item) [Commissioners provided with the following: coversheet and annual report submission summary]
8. Discussion and possible action to approve a grant augmentation for Gum Moon Residence Hall Richmond neighborhood grant in an amount up to \$50,000 to fund family support activities from November 1, 2019 to June 30, 2020 (Action Item) [Commissioners provided with the following: coversheet, grant summary, and budget]
9. Approval of the Consent Calendar

The Fiscal Committee of the Commission considers the Consent Calendar items on this agenda at its regular meeting on the third Wednesday of each month. The Fiscal Committee Consent Calendar consists of two sections. The first section is for items that will be considered for approval. There will be no separate discussion of these items unless a member of the Fiscal Committee so requests. The second section consists of items that will be for discussion and approval.

Consent Calendar items that have been recommended for approval by the Fiscal Committee will be acted upon by a single roll call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- a. Discussion and possible action to approve the March 6, 2019 meeting minutes (Action Item)
[Commissioners provided with the following: minutes]
 - b. Discussion and possible action to approve the April 24, 2019 meeting minutes (Action Item)
[Commissioners provided with the following: minutes]
 - c. Discussion and possible action to approve Support for Families of Children with Disabilities' FY2019-20 Scope of Work and Budget for implementation of the Help Me Grow Early Care and Education Initiative; approval shall include a baseline funding amount of \$1,010,252 up to \$1,160,771 for expansion of the Care Coordination Team, with release of additional funds contingent upon Interim Executive Director approval. (Action Item) [Commissioners provided with the following information: coversheet, grant summary, performance measures, budget]
 - d. Discussion and possible action to approve a Mission Neighborhood Centers grant augmentation of up to \$509,000 plus contingency funds for the period July 1, 2019 – June 30, 2020. Grant augmentation funds enhance family resource center activities in the Bayview-Hunter's Point neighborhood primarily using addback funding from the Mayor's Office of Housing and Community Development. (Action Item) [Commissioners provided with the following information: coversheet, grant summary, budget]
 - e. Discussion and possible action to approve a Safe & Sound grant augmentation of up to \$200,000 plus contingency funds for the period July 1, 2019 – June 30, 2020. Grant augmentation funds enhanced family resource center activities in the Sunset neighborhood using addback funding from the Department of Children, Youth and their Families. (Action Item) [Commissioners provided with the following information: coversheet, grant summary, budget]
 - f. Discussion and possible action to approve a APA Family Support Services grant augmentation of up to \$100,000 plus contingency funds for the period July 1, 2019 – June 30, 2020. Grant augmentation funds enhanced mental health services in the Chinatown and Visitacion Valley neighborhoods using addback funding from the Department of Children, Youth and their Families. (Action Item) [Commissioners provided with the following information: coversheet, grant summary, budget]
 - g. Discussion and possible action to approve a Portola Family Connections grant augmentation of up to \$75,000 plus contingency funds for the period July 1, 2019 – June 30, 2020. Grant augmentation funds enhanced family resource center activities in the Portola neighborhood using addback funding from the Department of Children, Youth and their Families. (Action Item) [Commissioners provided with the following information: coversheet, grant summary, budget]
 - h. Discussion and possible action to approve a contract of up to \$450,000 with VIVA Strategy + Communications for communications and website support for the period July 1, 2019 through June 30, 2022 (Action Item) [Commissioners provided with the following: coversheet, contract summary, budget]
 - i. Discussion and possible action to approve a contract of up to \$150,000 with WELS Systems Foundation, LLC to license, maintain, and support a quality rating and improvement system (QRIS) database for the period July 1, 2019 through June 30, 2021 (Action Item) [Commissioners provided with the following: coversheet and contract summary]
10. Discussion on commission policies and procedures to enhance compliance and operations (Discussion Item) [Commissioners provided with the following: updated administrative manual outline, draft of revised policies and new commission procedure]
- a. Conflict of Interest policy
 - b. Conflict of Interest monitoring process

- c. Commission Attendance policy
 - d. Commission Approval Limits and Consent Calendar policy
 - e. Annual Budgeting policy and process
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- 11. Update on Commission appointments and departures (Discussion Item) [Commissioners provided with the following: none]
 - 12. Discussion and possible action for the election of Commission Officers and Committee member assignments (Action Item) [Commissioners provided with the following: paper nominations at the meeting]
 - 13. Dissemination of 2018-19 Community Impact Dashboard (Discussion Item) [Commissioners provided with the following: none]
 - 14. Committee Reports
 - a. Program Committee Report
 - b. Fiscal Committee Report
 - 15. Commissioner Updates
 - 16. Interim Executive Director's Report
 - a. 2020 Commission Calendar
 - b. Equity Updates
 - 17. Chairwoman's Report
 - 18. Adjourn

For questions about the meeting please contact Kahala Drain. The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact: Sunshine Ordinance Task Force Administrator

City Hall – Room 244 1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102-4683

415-554-7724 (Office); 415-554-7854 (Fax)

E-mail: SOTF@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org. Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please

contact the Commission Clerk Kahala Drain at 510-934-4849, or kahala.drain@first5sf.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

DISABILITY ACCESS

First 5 San Francisco, Children and Families Commission hearings are held in 1390 Market Street, Ste. 318, San Francisco. Fox Plaza building is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Polk and Market Street entrances.

Assistive listening devices, real time captioning, American Sign Language interpreters, readers, large print agendas or other accommodations are available upon request. Please make your requests for accommodations to the Commission Secretary [Kahala Drain] (628) 652-7000, or kahala.drain@first5sf.org. Requesting accommodations at least 72 hours prior to the meeting will help to ensure availability.

LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: sfgov.org/ethics.

如對會議有任何疑問，請致電Kahala Drain 查詢。當會議進行時，嚴禁使用手機及任何發聲電子裝置。會議主席可以命令任何使用手機或其他發出聲音裝置的人等離開會議場所。

了解你在陽光政策下的權益

政府的職責是為公眾服務，並在具透明度的情況下作出決策。市及縣政府的委員會，市參事會，議會和其他機構的存在是為處理民眾的事務。本政策保證一切政務討論都在民眾面前進行，而市政府的運作也公開讓民眾審查。如果你需要知道你在陽光政策 (San Francisco Administrative Code Chapter 67) 下擁有的權利，或是需要舉報違反本條例的情況，請聯絡：

陽光政策 專責小組行政官

地址：City Hall – Room 244 1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102-4683

電話號碼:415-554-7724 ; 傳真號碼415- 554-5163

電子郵件: SOTF@sfgov.org

陽光政策的文件可以通過陽光政策專責小組秘書、三藩市公共圖書館、以及市政府網頁www.sfgov.org等途徑索取。民眾也可以到網頁 <http://www.sfbos.org/sunshine> 閱覽有關的解釋文件，或根據以上提供的地址和電話向委員會秘書索取。

語言服務

根據語言服務條例(三藩市行政法典第91章)，中文、西班牙語和/或菲律賓語（泰加洛語）傳譯人員在收到要求後將會提供傳譯服務。翻譯版本的會議記錄可在委員會通過後透過要求而提供。其他語言協助在可能的情況下也將可提供。上述的要求，請於會議前最少48小時致電Kahala Drain 電郵至 Kahala Drain 向委員會秘書Kahala Drain 提出。逾期提出的請求，若可能的話，亦會被考慮接納。

殘障通路

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遊說者法令

依據「三藩市遊說者法令」（SF Campaign & Governmental Conduct Code 2.100）能影響或欲影響本地立法或行政的人士或團體可能需要註冊，並報告其遊說行為。如需更多有關遊說者法令的資訊，請聯絡位於 Van Ness 街25號 220室的三藩市道德委員會，電話號碼:415- 252-3100，傳真號碼 415-252-3112，網址: sfgov.org/ethics。

Para preguntas acerca de la reunión, por favor contactar al Kahala Drain. El timbrado de y el uso de teléfonos celulares, localizadores de personas, y artículos electrónicos que producen sonidos similares, están prohibidos en esta reunión. Por favor tome en cuenta que el

Presidente podría ordenar el retiro de la sala de la reunión a cualquier persona(s) responsable del timbrado o el uso de un teléfono celular, localizador de personas, u otros artículos electrónicos que producen sonidos similares.

CONOZCA SUS DERECHOS BAJO LA ORDENANZA SUNSHINE

El deber del Gobierno es servir al público, alcanzando sus decisiones a completa vista del público. Comisiones, juntas, concilios, y otras agencias de la Ciudad y Condado, existen para conducir negocios de la gente. Esta ordenanza asegura que las deliberaciones se lleven a cabo ante la gente y que las operaciones de la ciudad estén abiertas para revisión de la gente. Para obtener información sobre sus derechos bajo la Ordenanza Sunshine (capítulo 67 del Código Administrativo de San Francisco) o para reportar una violación de la ordenanza, por favor póngase en contacto con:

Administrador del Grupo de Trabajo de la Ordenanza Sunshine (Sunshine Ordinance Task Force Administrator)

City Hall – Room 244 1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102-4683

415-554-7724 (Oficina); 415-554-5163 (Fax);

Correo electrónico: SOTF@sfgov.org

Copias de la Ordenanza Sunshine pueden ser obtenidas del Secretario del grupo de Trabajo de la Ordenanza Sunshine, la Biblioteca Pública de San Francisco y en la página web del internet de la ciudad en www.sfgov.org. Copias de documentos explicativos están disponibles al público por Internet en <http://www.sfbos.org/sunshine>; o, pidiéndolas al Secretario de la Comisión en la dirección o número telefónico mencionados arriba.

ACCESO A IDIOMAS

De acuerdo con la Ordenanza de Acceso a Idiomas "Language Access Ordinance" (Capítulo 91 del Código Administrativo de San Francisco "Chapter 91 of the San Francisco Administrative Code") intérpretes de chino, español y/o filipino (tagalo) estarán disponibles de ser requeridos. Las minutas podrán ser traducidas, de ser requeridas, luego de ser aprobadas por la Comisión. La asistencia en idiomas adicionales se tomará en cuenta siempre que sea posible. Para solicitar asistencia con estos servicios favor comunicarse con el Secretario de la Comisión Kahala Drain al Kahala Drain, Kahala.drain@first5sf.org por lo menos 48 horas antes de la reunión. Las solicitudes tardías serán consideradas de ser posible.

ACCESO DE DISCAPACITADOS

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ORDENANZA DE CABILDEO

Individuos y entidades que influyen o intentan influenciar legislación local o acciones administrativas podrían ser requeridos por la Ordenanza de Cabildeo de San Francisco (SF Campaign & Governmental Conduct Code 2.100) a registrarse y a reportar actividades de cabildeo. Para más información acerca de la Ordenanza de Cabildeo, por favor contactar la Comisión de Ética: 25 de la avenida Van Ness, Suite 220, San Francisco, CA 94102, 415-252-3100, FAX 415-252-3112, sitio web: sfgov.org/ethics.

Kung mayroon kayong mga tanong tungkol sa miting, mangyaring tumawag lang sa Kahala Drain. Ang pagtunog at paggamit ng mga cell phone, mga pager at kagamitang may tunog ay ipinagbabawal sa pulong. Paalala po na maaring palabasin ng Tagapangulo ang sinumang may-ari o responsable sa ingay o tunog na mula sa cell-phone, pager o iba pang gamit na lumilikha ng tunog o ingay.

ALAMIN ANG INYONG MGA KARAPATAN SA ILALIM NG SUNSHINE ORDINANCE

Tungkulin ng Pamahalaan na paglinkuran ang publiko, maabot ito sa patas at medaling maunawaan na paraan. Ang mga komisyon, board, kapulungan at iba pang mga ahensya ng Lungsod at County ay mananatili upang maglingkod sa pamayanan. Tinitiyak ng ordinansa na ang desisyon o pagpapasya ay ginagawa kasama ng mamamayan at ang mga gawaing panglungsod na napagkaisahan ay bukas sa pagsusuri ng publiko. Para sa impormasyon ukol sa inyong karapatan sa ilalim ng Sunshine Ordinance (Kapitulo 67 sa San Francisco Administrative Code) o para mag report sa paglabag sa ordinansa, mangyaring tumawag sa Administrador ng Sunshine Ordinance Task Force.

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E-mail: SOTF@sfgov.org

Ang mga kopya ng Sunshine Ordinance ay makukuha sa Clerk ng Sunshine Task Force, sa pampublikong aklatan ng San Francisco at sa website ng Lungsod sa www.sfgov.org. Mga kopya at mga dokumentong na nagpapaliwanag sa Ordinance ay makukuha online sa <http://www.sfbos.org/sunshine> o sa kahilingan sa Commission Secretary, sa address sa itaas o sa numero ng telepono.

PAG-ACCESS SA WIKA

Ayon sa Language Access Ordinance (Chapter 91 ng San Francisco Administrative Code), maaaring mag-request ng mga tagapagsalin sa wikang Tsino, Espanyol, at/o Filipino (Tagalog). Kapag hiniling, ang mga kaganapan ng miting ay maaring isalin sa ibang wika matapos ito ay aprobahan ng komisyon. Maari din magkaroon ng tulong sa ibang wika. Sa mga ganitong uri ng kahilingan, mangyaring tumawag sa Clerk ng Commission Kahala Drain sa Kahala Drain o Kahala Drain sa hindi bababa sa 48 oras bago mag miting. Kung maari, ang mga late na hiling ay posibleng pagbibigyan.

ACCESS PARA SA MAY KAPANSANAN

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LOBBYIST ORDINANCE

Ayon sa San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100], ang mga indibidwal o mga entity na nag-iimpluensiya o sumusubok na mag impluensiya sa mga lokal na pambatasan o administrative na aksyon ay maaring kailangan mag register o mag report ng aktibidad ng lobbying. Para sa karagdagan na impormasyon tungkol sa Lobbyist Ordinance, mangyaring tumawag sa San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: sfgov.org/ethics.