File No. 120490 Committee Item No. 3
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Date 5/17/12

Board of Supervisors Meeting Date _____

Cmte	Board	
☐	☐	Motion
☐	☐	Resolution
☐	☐	Ordinance
☐	☐	Legislative Digest
☐	☐	Budget Analyst Report
☐	☐	Legislative Analyst Report
☐	☐	Youth Commission Report
☐	☐	Introduction Form (for hearings)
☒	☐	Department/Agency Cover Letter and/or Report
☐	☐	MOU
☐	☐	Grant Information Form
☐	☐	Grant Budget
☐	☐	Subcontract Budget
☐	☐	Contract/Agreement
☐	☐	Award Letter
☒	☐	Application
☐	☐	Public Correspondence

OTHER (Use back side if additional space is needed)

☐ ☐ _____
☐ ☐ _____
☐ ☐ _____
☐ ☐ _____
☐ ☐ _____

Completed by: Linda Wong Date 5/14/12
Completed by: _____ Date _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

Rules Clerk
COB
cpage

President, Board of Supervisors
District 3
第三區
市參事會主席

City and County of San Francisco
三藩市市及縣政府

DAVID CHIU
邱信福

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAR -7 AM 9:18
BY _____

March 7, 2012

Angela Calvillo, Clerk
Board of Supervisors
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Madam Clerk,

In my capacity as Supervisor for District 3 and pursuant to Administrative Code Sec. 5.200, I hereby appoint Candace Wong to fill Seat 3 on the Child Care Planning and Advisory Council for a term ending on March 19, 2015.

Sincerely,

David Chiu

City Hall • 1 Dr. Carlton B. Goodlett Place • Room 244 • San Francisco, California 94102-4689 • (415) 554-7450
Fax (415) 554-7454 • TDD/TTY (415) 554-5227 • E-mail: David.Chiu@sfgov.org

Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, California 94102-4689
(415) 554-5184 FAX (415) 554-7714

Application For Boards, Commissions and Committees

Application for Appointment to: Child Care Planning and Advisory Council
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If Applicable): Seat #3

Print Name: Candace Wong

Home Address: — 32nd Avenue, San Francisco, CA Zip 94116

Home Phone: (415) —— Occupation: Director, CA Child Development Programs
Work Phone: (415) 489-6121 Employer: Low Income Investment Fund
Business Address: 100 Pine Street, Suite 1800, SF, CA Zip: 94111
E-Mail Address: cwong@liifund.org Fax #: (415) 772-9095

Are you a United States citizen? ☒ **Yes** ☐ **No** **(Citizenship is a mandatory requirement for all appointments)**
Have you ever been convicted of a felony in this state, or convicted of any offense which, if committed in this state, would be a felony?
☐ Yes ☒ No. (If yes, please attach a statement describing the offense(s) for which you have been convicted, the date of those conviction(s), and the court(s) that convicted you.)

Education: B.S. Business Administration

Business and/or professional experience: see resume attached

Civic Activities: see resume attached

Other Personal Information: (optional)

Ethnicity: (optional) Chinese Sex: (optional) ☐ M ☒ F

Have you attended any meetings of the Board/Commission to which you wish appointment? ☒ Yes ☐ No
Would you be able to attend night meetings? Yes Day meetings? Yes Either Yes
Please state your qualifications (attach supplemental sheet if necessary) see attached resume

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. *(Applications must be received 10 days before the scheduled hearing.)*

Date: 3/12/12 **Applicant's Signature:** (required) Candace Wong
Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:

Appointed to Seat #:_____ Term Expires:_____ Date Seat was Vacated: _____

Candace Wong

(415) 489-6121 | cwong@liifund.org

WORK EXPERIENCE

Low Income Investment Fund, San Francisco, CA — Nov 2010 - present
Director of California Child Development Programs

Oversight and management of all child development programs throughout California. Direct the implementation of programs including grants administration, child development facilities and business capacity technical assistance to family and center based child care providers, and advise on child care loan portfolio. Leadership in fund development, policy and planning, to advance child care and early education initiatives.

Low Income Investment Fund, San Francisco, CA — 2005 - 2010
Director, Child Care Facilities Funds

Management of the San Francisco Child Care Facilities Fund (a public private partnership designed to improve and expand the licensed childcare supply of San Francisco) and the Alameda First 5 Child Care Grant and Loan program, overseeing $6 million budget. Supervision and administration of technical assistance and financing products to child care providers, the family child care grant program, the center facility grant program and loans to child care centers, while increasing the budget in San Francisco from $3 million to $5 million. Leadership role directing policy development and advocacy efforts to support and sustain the child care field.

Wu Yee Children's Services, San Francisco, CA — 1999 - 2005
Family Center Director

Supervision and implementation of programs including child care resources and referral services, parent education and family support, child care provider training/business start-up/technical assistance, and child care voucher subsidies programs. Supervised a department with 30 staff and managed over ten contracts with a budget totaling over $4.5 million. Successfully designed and implemented the San Francisco CARES program, a program that encourages and supports the continuing education of early care teachers and providers, increasing budget from $1.1 million to $4 million. Successfully developed proposals and work plans for funding of new and existing programs such as SF CARES and San Francisco Vendor Voucher programs. Lead advocacy efforts for agency and actively engaged in public policy planning with city and state leaders for the betterment of the early care and education field, and its services to children and families.

San Francisco State University, San Francisco, CA — 1998 - 1999
Budget Specialist

Coordinated the development and review of budgetary information for submission of proposals totaling over $20 million.

Consultant — 1997 - 1998

Provided consultant services in the areas of quality assurance, contract compliance, financial review and training. Consultation on the implementation of the CalWORKS child care vouchers program.

Wu Yee Children's Services, San Francisco, CA 1996 - 1997
Personnel and Program Officer

Conducted personnel orientations, provided information and maintained updated personnel records. Worked with the Executive Director on special projects, including the design of new program services and project reports.

Wu Yee Children's Services, San Francisco, CA 1991 - 1996
Fiscal Director

Developed and monitored over $4 million agency budget, maintained and monitored all contracts, oversaw monthly payables, receivables, payroll and tax reporting, and financial reports to funders. Maintained updated personnel and administrative records. Wrote proposals for funding. Supervised the Child Care Food program and Child Care Voucher Subsidies program.

AFFILIATIONS

San Francisco Child Care Planning and Advisory Council (CPAC), ***Vice Chair,*** 2009 - 2011
San Francisco Child Care Planning and Advisory Council (CPAC), ***Chair,*** 2008 - 2009, 2003 - 2006
Child Care Economic Impact Report Board appointed by Mayor Newsom, 2005 - 2006
Preschool for All Board appointed by the First 5 Commission, 2005 - present
Joint Advisory Committee for Child Care, 1999 - 2005
CPAC Centralized Eligibility List Committee, ***Chair,*** 2001 - 2003
Advisory Board for the YWCA, Inc. Computer Center in Chinatown, 1996 - 1997
Chinatown/ North Beach Advisory Board for City College of San Francisco, 1991 - 1996

EDUCATION

San Francisco State University, San Francisco, CA, *B.S. Business Administration*, 1989

MEMORANDUM

TO: Rules Committee Clerk

FROM: Katy Tang

DATE: March 6, 2012

SUBJECT: Appointment by Supervisor Carmen Chu

Please be advised that Supervisor Carmen Chu has selected Simon Lee to be appointed to the Childcare Planning and Advisory Council (CPAC).

This appointment will fill seat 4.

Simon Lee's address is:

[redacted] Noriega Street
Suite 206
SF CA 94122

Attachment: Application & resume

For Clerk's office use only:

Seat #: _____ Term expiration date: _____ Seat Vacated: _____

Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions and Committees

Application for Appointment to: Childcare Planning and Advisory Council
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): District: 4

Name: Simon Lee

Home Address: — Arlington Street San Francisco Zip: 94131

Home Phone: 415 — Occupation: Executive Director Non-Profit

Work Phone: 415-753-1113 Employer: Growth and Learning Opportunities

Business Address: 1560 Noriega Street Suite 206 San Francisco Zip: 94122

Business E-Mail: slee@gloinc.org Home E-Mail: — yahoo.com

Check All That Apply:

A citizen of the United States. ☑ At least 18 years old on or before Election Day. ☑

Not in prison or on parole for a felony conviction ☑

A resident of San Francisco ☑ Yes: ☐ No: (Place of Residence):

Please state your qualifications (attach supplemental sheet if necessary)
Please see attached resume.

Education:
Please see attached resume.

Business and/or professional experience:
Please see attached resume.

Civic Activities:
Please see attached resume.

Ethnicity: (optional) Chinese Sex: (optional) ☑ M ☐ F

Have you attended any meetings of the Board/Commission to which you wish appointment? ☑ Yes ☐ No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made.
(Applications must be received 10 days before the scheduled hearing.)
(Please Note: Once Completed, this form, including all attachments, become public record)

Date: March 5, 2012 **Applicant's Signature: (required)** _____

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:
Appointed to Seat #:_____ Term Expires:_____ Date Seat was Vacated: _____

12/04/09

Simon Y. Lee
— Arlington Street
San Francisco, California 94131
(415) ' —
simon@glointc.org

2003 M.A. Education, Early Childhood Education emphasis (3.90 GPA)
2000 California Teacher Credentialing – Site Supervisor Permit
1996 B.A., Sociology, San Francisco State University, San Francisco, CA.

Growth & Learning Opportunities., San Francisco, CA.

June 1990 – present **Executive Director**, Site Director, Assistant Director, Teacher, Teacher's Aide

- Set the vision for the organization future in partnership with the Board of Directors, Community Partners, and Senior Staff Members.
- Manages, trains, and guides the Site Directors on the day-to-day operations of each program in compliant with CA Licensing and company administrative policy.
- Oversees daily operations as it relates to programming, billing, accounts payables, and human resources to provide quality services to over 1000 San Francisco families annually.
- Develops and maintains a growing budget of over 1.5 million dollars annually.
- Implement strategic plans to maintain the organizations financial health
- Foster relationships with funding organizations and corporate partners that will support the organization vision.
- Creating an environment which cultivates success through effective communication and respect between staff members.
- Offer training opportunities for teachers and teacher's aides throughout the year.
- Interact with principal, classroom teacher, and other school staff; maintaining a cooperative relationship for the health and welfare of the children.
- Facilitate staff meetings, parent council meetings, and community meetings.
- Interact with parents to keep them informed of progress, address concerns, and answer questions about their child and the center.
- Provide resources to families in need of extra child care, financial aid, and parenting skills.

California School-Age Consortium Inc., San Francisco, California

Oct. 2008 – present Board Member

- Train school-age care providers throughout California on various topics: Ages and Stages, Environment, Program Planning, Leadership Development, Community Partnerships, and Child Assessment.

Oct. 2004 – present Instructor at the Trainer of Trainers Institutes

- Prepare and design curriculum to train providers to be trainers. Lead and facilitates classes on the Adult Learning Cycle, the CalSAC training model, facilitation, communication, and co-teaching.

Professional Associations / Achievements:

2009	SF Childcare Planning and Advisory Council (CPAC)
2008	Afterschool For All Council for San Francisco
2005	**Week of the Young Child Provider Award,** Dept. of Children Youth and their Families and Childcare Planning Advisory Council San Francisco, CA
2004	**CalSAC Leadership Fellow,** California School-Age Consortium San Francisco, CA
2004	**CalSAC National Conference Planning Committee** San Francisco, CA
April 2003	**Presenter**, American Educational Research Association – (AERA) Conference, San Diego, CA
2002-present	**San Francisco ECE Leaders of Today and Tomorrow,** City College of San Francisco, Professional Development Project, San Francisco, CA
2002-present	**San Francisco CARES Advisory Committee** San Francisco, CA

Member, Board of Supervisors
District 5

City and County of San Francisco

Christina Olague

memo

to:	Linda Wong, Clerk of the Rules Committee
from:	Christina Olague
date:	March 20, 2012
re:	Re-Appointment of Natalie Kriger to the San Francisco Child Care Planning and Advisory Council (CPAC)

Dear Linda,

I am writing to re-appoint Natalie Kriger to the District 5 seat of the San Francisco Child Care Planning and Advisory Council (CPAC) for another term.

Thank you.

Sincerely,

Christina Olague

Christina Olague
Supervisor, District 5

City Hall · 1 Dr. Carlton B. Goodlett Place , Room 244 · San Francisco, California 94102-4689
Phone (415) 554-7630 · Fax (415) 554-7634 · TDD/TTY (415) 554-5227 · E-mail: christine.olague@sfgov.org

Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions and Committees

Application for Appointment to: Child Care Planning Council (CPAC)
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): District: 5

Name: Natalie Kriger

Home Address: Red Rock Way L 204 San Francisco, CA Zip: 94131

Home Phone: 415- Occupation: Child Care Consultant

Work Phone: 415-330-1040 Employer: Self

Business Address: 1485 Bayshore Blvd #110 San Francisco, CA Zip: 94124

Business E-Mail: nakalisf@gmail.com Home E-Mail: same

Check All That Apply:

A citizen of the United States. ☑ At least 18 years old on or before Election Day. ☑

Not in prison or on parole for a felony conviction ☑

A resident of San Francisco ☑ Yes: ☐ No: (Place of Residence):

Please state your qualifications (attach supplemental sheet if necessary)

resume attached

Education:

AA FIDM, child development classes

Business and/or professional experience:

resume arrached

Civic Activities:

resume attached

Ethnicity: (optional) caucasion Sex: (optional) ☐ M ☑ F

Have you attended any meetings of the Board/Commission to which you wish appointment? ☑ Yes ☐ No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made.
(Applications must be received 10 days before the scheduled hearing.)
(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 3-21-2012 **Applicant's Signature: (required)** Natalie Kriger
Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:
Appointed to Seat #:_____ Term Expires:_____ Date Seat was Vacated: _____

12/04/09

Nakali Consulting, Inc

Supporting Family Child Care In The Bay Area

It is the mission of Nakali Consulting to support Family Child Care providers and the Early Care and Education workforce in general, providing technical assistance and promoting quality and professionalism, and to advocate to ensure that the field has the resources and funding necessary to provide high quality child care, and that all families are able to access that care.

January - October 2011 - **Child Care Partnership Coordinator, Early Head Start for Family Child Care Project @ Zero-to-Three**
Consult with partnership teams as they develop and implement project work plan; Assist in coordinating and/or linking Early Head Start and child care stakeholders to professional development opportunities; Manage funds to support activities indicated in the partnership team work plan; and Participate in the evaluation of the partnership development

February - November 2010 - **Child Care Consultant, 4Cs Santa Clara, Early Head Start**
Recruit, evaluate and recommend Early Head Start Family Child Care Providers; Provide Early Head Start program orientation to the selected Family Child Care Providers; Train and provide technical assistance to the 4C EHS Family Child Care Providers.

2008 – Present – **Program Coordinator, San Francisco Family Child Care Peer Mentor Collaboration**
Provide technical assistance, coaching and guidance to Family Child Care Peer Mentors; Review monthly mentor invoices and documentation for completeness and accuracy; Enter demographic and mentoring data into contract management system, and complete SF First 5 /San Francisco Department of Children, Youth and the Families (DCYF) quarterly reports.

2007 – Present – **Child Care Coordinating Councils (4Cs) of San Mateo and Santa Clara Counties and the Smart Start Program, Family Child Care Business Planning and other family child care Workshops**
Design and present Family Child Care Business Planning workshops on Program Development and Operations, Budget and Finance, Marketing, Staffing, Taxes and Insurance.

2006 – 2009 - **Child Care Consultant, Florence Crittenton Family Child Care Network**
Facilitate communication between providers in the network and the agency. Provide technical assistance to providers on Desired Results assessments and goal setting, curriculum planning and the Family Child Care Environmental Rating Scales. Connect providers to resources, programs and funding sources.

2005 – 2010 - **Child Care Loan Consultant, Opportunity Fund (OF)**
Work with family child care providers in Santa Clara, San Mateo, San Francisco and Alameda Counties as a Loan Consultant and Business Advisor for the Building Blocks Child Care Loan Program; Assist in the application process; provide an assessment of the provider's ability and willingness to repay the loan through site visits, review of loan use, analysis of cash flow, and review of credit history. Submit written loan summaries in conformance to OF credit guidelines and track provider contact and progress in OF's customer relationship management system. Conduct small business workshops and trainings.

2002 – Present - **Program Coordinator, WAGES + Family Child Care**
Conduct outreach, determine eligibility, and work with providers to secure payroll service, worker's compensation and meet other employer obligations. Provide ongoing technical assistance, conduct site visits and collect required monthly documentation from providers. Maintain provider files and Access database, complete monthly payroll reconciliation reports and calculate provider payments each month. Submit quarterly reports to San Francisco Human Services Agency through the Children's Council.

Natalie Kriger * 1485 Bayshore Blvd. #110, San Francisco, CA 94124 * 415-330-1040 * nakalisf@gmail.com

2006 – 2007 - **Child Care Consultant, LIIF, Alameda County Child Care Quality Counts Program**
Provided business technical assistance to family child care providers Alameda County for the Quality Counts program.

1994 – 2002 - **Family Child Care Provider, Giggles Galore Family Child Care**
Provided basic care and developmentally appropriate activities and materials for infants and toddlers, in a safe, loving environment where they were free to explore and learn.

Community Involvement

- Member, San Francisco Child Care Planning and Advisory Council (CPAC) 2000 - Present
- Board Member, Family Child Care Association of San Francisco - Currently
- Chair, CPAC Workforce Committee 2006 - Present
- Member of several planning and policy committees helping to design quality programs such as Bright Beginnings, funded by the San Francisco First 5, the WAGES + FCC program funded by the San Francisco Department of Human Services and the SF CARES program.
- Vice President of the Family Child Care Association of San Francisco, 1998 -2002.

Natalie Kriger * 1485 Bayshore Blvd. #110, San Francisco, CA 94124 * 415-330-1040 * nakalisf@gmail.com

Rules Clerk
COB
cpage

President, Board of Supervisors
District 3
第三區
市參事會主席

City and County of San Francisco
三藩市市及縣政府

DAVID CHIU
邱信福

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2012 MAR -7 AM 9:18

March 7, 2012

Angela Calvillo, Clerk
Board of Supervisors
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Madam Clerk,

In my capacity as President of the Board of Supervisors and pursuant to Administrative Code Sec. 5.200, I hereby nominate Michele Rutherford to serve on the Child Care Planning and Advisory Council in the seat designated for a "public agency representative."

Sincerely,

David Chiu

David Chiu

City Hall • 1 Dr. Carlton B. Goodlett Place • Room 244 • San Francisco, California 94102-4689 • (415) 554-7450
Fax (415) 554-7454 • TDD/TTY (415) 554-5227 • E-mail: David.Chiu@sfgov.org

Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions and Committees

Application for Appointment to: Child Care Planning and Advisory Council
Name of Board, Commission, Committee, or Task Force

Seat # or Category (If applicable): Public Agency District: 3

Name: Michele M. Rutherford

Home Address: — Miramar Ave. Zip: 94112

Home Phone: 415 / —— Occupation: Program Mgr. - City and Co. SF

Work Phone: 415 760-1309 Employer: City and County of SF

Business Address: PO Box 7 988 Unit A012 Zip: 94102

Business E-Mail: michele.rutherford@sfgov.org Home E-Mail: ——— J@comcast.net

Check All That Apply:

A citizen of the United States. ☑ At least 18 years old on or before Election Day. ☑

Not in prison or on parole for a felony conviction ☑

A resident of San Francisco ☑ Yes: ☐ No: (Place of Residence):

Please state your qualifications (attach supplemental sheet if necessary)

see attached

Education:

see attached

Business and/or professional experience:

see attached

Civic Activities:

see attached

Ethnicity: (optional) Caucasian Sex: (optional) ☐ M ☑ F

Have you attended any meetings of the Board/Commission to which you wish appointment? ☑ Yes ☐ No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made.
(Applications must be received 10 days before the scheduled hearing.)
(Please Note: Once Completed, this form, including all attachments, become public record)

Date: 3/16/12 **Applicant's Signature: (required)** /Michele Rutherford/

Please Note: Your application will be retained for one year.

FOR OFFICE USE ONLY:
Appointed to Seat #:_____ Term Expires:_____ Date Seat was Vacated:_____

12/04/09

City and County of San Francisco

Edwin M. Lee, Mayor

Human Services Agency
Department of Human Services
Department of Aging and Adult Services

Trent Rhorer, Executive Director

Michele M. Rutherford, MSW

Program Manager-Child Care Policy and Planning

San Francisco Department of Human Services – Human Service Agency

Michele Rutherford has worked in the field of Human Services since 1979 in both the private and public sector. Ms. Rutherford received a B.A. from Olivet College in 1977 and a Master of Social Work degree in Policy, Planning, and Administration from Western Michigan University in 1983. She has worked as a public school teacher and a community planner, designing and implementing new programs for over 30 years.

Beginning in 1984 Ms. Rutherford worked for three years as a child welfare worker for San Francisco County Department of Human Services. Subsequently she worked as a trainer, as a Management Assistant in Budgeting, then as a Manager in child welfare from 1990 to 1997, overseeing all aspects of the program from Emergency Response to Adoptions, Licensing to Contracting.

With the advent of welfare reform, in 1997 Ms. Rutherford was appointed to plan and manage child care programs for the Department and the city. In her new role Ms. Rutherford administered increased child care subsidies, child care capacity initiatives and supportive services. These services include model subsidy administration, subsidy programs for homeless and at-risk children, and the development of mildly ill care and emergency back-up care for CalWORKs families.

Ms. Rutherford has been instrumental in the design and redesign of numerous San Francisco programs supporting families and their children. Other innovative child care system supports designed and implemented under Ms. Rutherford include Gateway for Quality – Quality Assessment system, the Child Care Inclusion Project, and San Francisco's model Child Care Facilities Fund, which supports facilities improvement and expansion for licensed child care centers and family child care homes, as well as the city's Section 108 Loan Program. (This is a program in which child care facilities loans are subsidized up to 80% by the Department of Human Services – Human Service Agency.) These programs have improved quality and increased the number of licensed slots in San Francisco by over 1000 over a three-year period. Start-up grants for infant/toddler centers have also been a key resource for capacity expansion initiated by Ms. Rutherford.

Ms. Rutherford also implemented, in partnership with other city departments, child care mental health consultation and health consultation to licensed centers and family child care homes.

Under Ms. Rutherford's direction, San Francisco designed and implemented WAGES+, a $4 million nationally recognized model wage and professional development initiative that augments the salaries of staff at licensed centers and family child care homes serving low-income children, bringing up entry-level salaries and augmenting staff wages based on longevity, responsibility, and adherence to professional development criteria.

Ms. Rutherford was an original founder of the Genesee County Food Bank, the San Francisco Worker's Children's Fund, and has served on the Board of Our Family Coalition.

Ms. Rutherford is a Commissioner of the San Francisco First 5 Commission and serves on the SF First 5 Program Committee. She currently chairs the San Francisco Child Care Planning and Advisory Councils' (CPAC) Needs Assessment Committee and co-chairs CPAC's Citywide Planning process. She represents HSA on the Afterschool for All Advisory Committee. Ms. Rutherford also serves as the Co-Chair of the County Welfare Directors Association (CWDA) statewide Child Care Committee. Finally, Ms. Rutherford serves as a parent representative on the Alvarado Elementary School Site Council and is an active volunteer

Ms. Rutherford has two sons, the youngest of which attends Alvarado elementary school where he participates in a wonderful afterschool program, making Ms. Rutherford a happy consumer of quality afterschool.

City and County of San Francisco

Gavin Newsom, Mayor

Human Services Agenc
Department of Human Services
Department of Aging and Adult Services

Trent Rhorer, Executive Director

Michele Rutherford, MSW
Program Manager-Child Care Policy and Planning
San Francisco Department of Human Services – Human Service Agency

Michele Rutherford has worked in the field of Human Services since 1979 in both the private and public sector. Ms. Rutherford received a B.A. from Olivet College in 1977 and a Master of Social Work degree in Policy, Planning, and Administration from Western Michigan University in 1983.

Beginning in 1984 Ms. Rutherford worked for three years as a child welfare worker for San Francisco County Department of Human Services. Since that time she has worked as a trainer, as a Management Assistant in Budgeting, then as a Manager in child welfare from 1990 to 1997, overseeing all aspects of the program from Emergency Response to Adoptions.

With the advent of welfare reform, in 1997 Ms. Rutherford was appointed to plan and manage child care programs for the Department and the city. In her new role Ms. Rutherford has administered increased child care subsidies, child care capacity initiatives and supportive services. These services include model subsidy administration, and the development of mildly ill care and emergency back-up care for CalWORKs families. The Child Care Inclusion Project has also been implemented to train providers and support families with children with special needs in finding appropriate quality care. Ms. Rutherford also implemented, in partnership with other city departments, child care mental health consultation and health consultation to licensed centers and family child care homes.

Ms. Rutherford played a key role in designing and implementing San Francisco's model Child Care Facilities Fund, which supports facilities improvement and expansion for licensed child care centers and family child care homes, as well as the city's Section 108 Loan Program. (This is a program in which child care facilities loans are subsidized up to 80% by the Department of Human Services – Human Service Agency.) These programs have improved quality and increased the number of licensed slots in San Francisco by over 1000 over a three-year period. Start-up grants for infant/toddler centers have also been a key resource for capacity expansion initiated by Ms. Rutherford.

Under Ms. Rutherford's direction, San Francisco designed and implemented WAGES+, a $4 million, nationally recognized model wage and professional development initiative that augments the salaries of staff at licensed centers and family child care homes serving low-income children, bringing entry-level salaries to $9.76 and augmenting staff based on staff responsibility, and adherence to professional development criteria.

Ms. Rutherford is a Commissioner of the San Francisco First Five Commission. Ms. Rutherford has also serves as the Co-Chair of the County Welfare Directors Association Child Care Committee. She currently co-chairs the San Francisco Child Care Planning and Advisory Councils' Citywide Planning Committee and has lead CPAC's Needs Assessment Committee for the past several years. In addition she serves on the Afterschool for All Advisory body.

Ms. Rutherford is has two children who attend SF public elementary school and who participate in afterschool/out-of-school time programs.

San Francisco
BOARD OF SUPERVISORS

Date Printed: May 9, 2012 Date Established: November 20, 1995

Active

CHILD CARE PLANNING AND ADVISORY COUNCIL 2003

Contact and Address:

Graham Dobson
1390 Market Street
#900
San Francisco, CA 94102

Phone: (415) 554-8482
Fax: (415) 554-8965
Email: graham@dcyf.org

Authority:

Ordinance No. 362-95, as amended by Ord. 118-99; amended by Ord 192-99; amended by Ord. No 31-00; as amended by Ordinance 6-03 (amending Admin Code 5.200 and by adding section 10.100-367); California Education Code Section 8499-8499.8; Ordinance 49-10.

Board Qualifications:

The Child Care Planning and Advisory Council consists of 25 members. The Board of Supervisors appoint 12 members, one each of whom is nominated by an individual member of the Board, and a second being nominated by the President of the Board.. The Board of Education or County Superintendent of Schools, if the Board of Education delegates the appointment power to her or him, shall appoint the remaining 12 members and the Board of Supervisors and the Board of Education, or County Superintendent of Schools, if the Board of Education delegates the appointment power to her or him, shall jointly appoint 1 member. The members appointed by the Board of Supervisors shall be representative of the following categories: A) Parents, guardians or caretakers with varied income levels who use child care and/or early education services, including but not limited to clients of publicly subsidized programs such as CalWORKS, and other child care programs funded through the San Francisco Human Services Agency, the California Department of Education, Head Start or Preschool for All B) Child Care Providers - Private and subsidized child care providers including, but not limited to, from a private center, from a family day care home, a Title 5 program, a school age program, from a Head Start center and from a Preschool for All site. C) Discretionary: representatives of the publicat large and/or representatives from any of the other categories, or outside of these categories at the discretion of the appointing agencies D) Community representatives: Parent advisory councils of public and private child care programs; associations of child care providers, family child care providers and Head Start; City College of San

Francisco, San Francisco State University, public interest organizations including, but not limited to, the Child Care Law Center, Low Income Investment Fund community organizations, members of labor organizations and local businesses that fall within the definition of "community representative" as described in Subsection (d)(1) (B) and other community and public agency representatives that deal with child care. E)Public Agency Representatives: Representative from two of the following agencies - the Department of Children, Youth and their Families, Human Services Agency, San Francisco Children and Families Commission, Community Care Licensing, Department of Public Health, Recreation and Parks Department, Mayor's Office of Community Investment and San Francisco Housing Authority, or other entities.
The Council is established to advise the Board of Supervisors, the Mayor, the SF Children and Families Commission and, with their consent, the Board of Education and the Superintendent of Schools about child care issues. The Council will serve as a representative advisory and planning body to maintain, expand and improve local child care services. The Council will provide links between government and the community, and will work to maximize the amount and impact of local State, federal and private resources and funding for child care in San Francisco. Powers and Duties are outlined in Administrative Code section 5.200.

All terms shall be for three years. Members may serve for up to two consecutive terms, and may be re-appointed after one year off the Council. No terms served prior to March 8, 2010 shall be counted towards the term limit for Council members. A member appointed to serve a term of two years or less, including the initial term provided in the preceding paragraph, shall not be deemed to have served a full term for purposes of this term limit.

Reports: None referenced.
Sunset date: None referenced.
Compensation: Upon approval by the Council, each member who is not otherwise compensated to attend meetings may receive a stipend of no more than $50 per meeting, not to exceed $300 annually, exclusively from funds provided to the Council by the State of California.