

File No. 201182

Committee Item No. 3

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date Oct. 26, 2020

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- Memorandum of Understanding (MOU)
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 - Ethics Commission
- Award Letter
- Application
- Form 700
- Vacancy Notice
- Information Sheet
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young Date Oct 22, 2020

Completed by: _____ Date _____



JKL LAW AND CONSULTING
Dispute Resolution + Litigation + Strategic Counseling + Advocacy

JEFFREY K. LEE
Attorney at Law

San Francisco, California 94127

August 18, 2020

VIA E-MAIL TO AAB@SFGOV.ORG

Angela Calvillo
Clerk of the Board of Supervisors
Assessment Appeals Board
City and County of San Francisco
City Hall, Room 405
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4697

***Re: Jeffrey K. Lee Application for Appointment to
Assessment Appeals Board 3***

Dear Madam Clerk:

Please find attached my *Application for Appointment to Assessment Appeals Board 3* and accompanying attachments.

I hope that you will find these materials to be satisfactory. If you have any questions or need additional information, please do not hesitate to contact me at jeffreylee.mail1@gmail.com and/or by telephone at (650) 248-5316.

Thank you for your time and consideration.

Very truly yours,

Jeffrey K. Lee

Attachments

Assessment Appeals Board
City and County of San Francisco
 (415) 554-6778 Fax (415) 554-6775



City Hall, Room 405
 1 Dr. Carlton B. Goodlett Place
 San Francisco, CA 94102-4697

Complete and return this original Application to the Assessment Appeals Board

Application for Appointment to:
 (Please circle one)

Board 1 or **Board 1 Alternate**
Board 2 or **Board 2 Alternate**
Board 3 or **Board 3 Alternate**

Enter your name, mailing address and daytime telephone number in the spaces provided. Because this form is a document available for public review, you may list your business/office address, telephone number and e-mail address in lieu of your home address or other personal contact information.

Do you authorize release of your private/personal information? yes no

Name: Jeffrey K. Lee Home Address: [REDACTED]

City: San Francisco State: CA Zip code: 94127

Business Address: 65 Lunado Way City: San Francisco State: CA Zip Code: 94127

Home Phone: [REDACTED] Work Phone: (M) 650-248-5316 Fax #: ---

Pager #: --- E-Mail Address: [REDACTED]

Are you a United States citizen or a resident alien who is eligible for and has applied for citizenship? Yes No

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 the conviction(s), and the court(s) that convicted you.)

Pursuant to Ordinance No. 393-98 the following qualifications are required:

A person shall not be eligible for nomination for membership on an assessment appeals board unless he or she has a minimum of five years' professional experience in this state as one of the following: (1) certified public accountant or public accountant; (2) licensed real estate broker; (3) attorney; or (4) property appraiser accredited by a nationally recognized professional organization, or property appraiser certified by either the Office of Real Estate Appraiser or by the State Board of Equalization. Documentation of qualifying experience must be submitted with this application form. This requirement does not apply to incumbent board members nominated for appointment to their same seats.

Please state your qualifications: Please see Attachment I, page 1.

Please state your business and/or professional experience: Please see Attachment I, page 1.

Occupation: attorney Education: J.D. and Master Environmental Law and Policy Vermont Law School; A.B., Biology, Colgate University

Civic Activities: Please see Attachment I, page 2.

Ethnicity (optional): Asian Sex (optional): M F

Other Personal Information (optional) Please see Attachment I, page 2.

Would you be able to attend Day Meetings? Yes No Evening meetings? Yes No

How many days a week would you be available for hearings? 1-3 How many evenings a week? 1-3

Have you attended an Assessment Appeals Board meeting? Yes No

Appearance before the RULES COMMITTEE is a requirement before any appointment can be made.

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

Date: 8/10/2020

Applicant's Signature: Jeffrey K. Lee

For Office Use Only: Appointed to Board #: _____ Seat #: _____ Term Expires: _____

**ASSESSMENT APPEALS BOARD
APPLICATION OF JEFFREY K. LEE**

Attachment 1

Please state your qualifications:

Pursuant to Ordinance 393-98, my qualifications to serve on the Assessment Appeals Board ("AAB") include ***over nineteen (19) years of professional experience as a practicing attorney in California.***

I have attached evidence of my ***February 13, 2001 admission to the State Bar of California.*** I have been a continuous member in good standing since my admission date.

Please state your business and/or professional experience:

I have practiced law as a trial and litigation attorney for a total of 27 years. As stated above, I have practiced the last 19 years in California. During this time I represented and advised clients in trial, appeal, arbitration and mediation, and government agency cases involving many complex areas of law and expert witness testimony, including environmental, land use, real estate, intellectual property, business law, and public agency matters. I have both appeared in and observed San Francisco AAB proceedings.

At present, I am the principal of my San Francisco-based solo law firm, ***JKL Law & Consulting***, where I counsel and represent clients around the Bay Area. Previously, I practiced as a partner in the Litigation Group of ***GCA Law Partners***, a Mountain View-based law firm, later joining my digital media client, ***Live365, Inc.***, as its Senior Vice President and Chief Legal Officer.

Relatedly, I was appointed and served as a Judge *Pro Tem* (Temporary Judge) on the ***Superior Court of California***, Santa Clara County, in Small Claims and Traffic Divisions. My duties during a typical morning or afternoon session of roughly 30-50 civil cases have involved determining jurisdictional issues, deciding motions, and presiding over trials in perhaps 3-10 contested cases. Such trials involve the litigants' presentation of evidence and legal arguments and require me to review, analyze, and resolve evidence and legal issues prior to rendering a final decision in each matter. I maintain my appointment by completing regular training mandated by the California Judicial Council in *Judicial Ethics* and *Bench Conduct and Demeanor* (including implicit bias and procedural fairness training components).

Beginning in 1993, I served for five (5) years as a Trial Attorney with the ***U.S. Department of Justice***, representing public agencies, and two (2) years as a private attorney in the Washington, D.C. office of ***Latham & Watkins***, before joining the Bay Area trial litigation boutique ***Day Casebeer*** in 2000. After law school, I served as a judicial law clerk to federal appeals court judge William Timbers on the ***U.S. Court of Appeals for the Second Circuit*** in New York City.

I have attached my professional *curriculum vitae* and a **law firm profile** for additional information regarding my professional experience.

Civic Activities:

My civic activities in San Francisco have included continuous service on the ***San Francisco Unified School District's English Learners Advisory Committee ("DELAC") Board of Directors*** from 2017 to 2020. On the DELAC, I testified before the Board of Education and worked with school district staff and immigrant families to address English-learner student educational needs.

I volunteered as a parent leader and organizer from Fall 2014 to Spring 2020 at ***Commodore Sloat Elementary School***, including planning and organizing its ***San Francisco Bike Coalition Safe Routes to School "Walk and Roll to School" Program events***, and creating and teaching law and trial concepts through annual mock trial programs, such as two (mock) trials in *U.S. v. William Ide, et al.*, involving the historical events of the 1846 California Bear Flag Revolt. In addition, I advocated for English-Learner students and families as a member of the Commodore Sloat English Learner Advisory Committee ("ELAC"). I also served the past four years as a baseball coach in the ***San Francisco Youth Baseball League*** for the Commodore Sloat "Sevens" team. Moreover, my family volunteered and provided our home to the ***San Francisco Friends of the Urban Forest*** to plan and host community tree-plantings to benefit the Oceanview, Merced Heights, and Ingleside ("OMI") neighborhoods in 2019.

Previously, I participated in civic activities as a director on the board of ***Asian Americans for Community Involvement***, Santa Clara County's largest county health services and advocacy provider for Asian Americans, from 2010 – 2017, and as an appointee to the ***Santa Clara Valley Water District's Independent Monitoring Committee***, providing oversight reporting on the Water District's use of special parcel tax revenues, from 2012-2014.

I have attached my professional *curriculum vitae* and a **law firm profile** for additional information regarding my civic activities.

Other personal information (optional):

The personal information below may offer insights beyond my professional experience and civic activities (described elsewhere in this application) that I believe shape my commitment to justice and fairness relevant to my potential service as an Assessment Appeals Board Member.

Personal background – My maternal grandfather, who died prior to my birth, was born in San Francisco. I was born and raised in the working-class town of Bloomfield, New Jersey, where I attended and graduated from the public school system. My parents divorced when I was three-years old. I grew up the only child of a single, working mother. We occupied a floor of her family's old house, renting the second and third floors to a series of tenants for much-needed rental

income. As a child and teen, I was responsible for maintenance and repairs to aging living quarters and common areas.

My mother, raised through the Great Depression, believed it important that I experience the hardships encountered by the poorest, newest immigrants. Beginning at five (5) years old, she sent me during childhood summers to live and work with my grandmother, a 1929 immigrant from China, in New York City's Chinatown. We shared a one-bedroom apartment in a city housing project. I spent summer days from morning to evening cleaning, stocking shelves, and handling the cash register of her small Chinatown grocery store. The insular community suffered high crime rates and poverty. Returning to New Jersey after each summer, I was reminded of my privilege relative to those in Chinatown and how language barriers and isolation precluded its residents' access to, and trust in the government and legal system.

I found positive outlets in school academically and athletically, competing on the cross-country, track and baseball teams in middle and high schools. Based on my affinity for biology, I was selected for an exclusive laboratory assistant work-study program during my senior year.

In 1987, I became the first member of my family to graduate college, earning a biology degree from Colgate University with a minor in philosophy - fueled by my interest in ethics and social justice. I held various work-study jobs, lived for two years in a residence center with a diverse body of students dedicated to celebrating the legacy of New York City's Harlem Renaissance, and served as a student advocate to the college's Judicial Board - adjudicating alleged student misconduct. I played (as a walk-on) on the tennis team and edited the college science journal.

Upon graduating, I took a position in Washington, DC as a research assistant with an environmental policy firm, analyzing legislation and regulations, staffing the federal multi-agency team responding to the 1989 *Exxon Valdez* oil spill and other disasters, and drafting Environmental Protection Agency rules and guidance. I volunteered evenings as a caseworker at AYUDA Legal Aid Clinic, providing multilingual legal services for low-income immigrants in immigration, human trafficking, and domestic violence matters.

Motivated by my experiences, I enrolled in a joint J.D. and Master of Studies in Environmental Law program at Vermont Law School. I served as the Senior Articles Editor and a managing editor of the *Vermont Law Review*, soliciting and editing all articles we published, including a volume dedicated to civil rights and civil liberties, containing articles addressing the rights of racial and ethnic minority groups, women, and LGBT persons. I worked as a research assistant to my Real Property law professor.

As a summer as a law clerk at the U.S. Department of Justice, I witnessed the ability of the government and courts to improve lives through enforcing the law, but also viewed with wariness the vast resources government agencies could impose on a party, checked only by the judiciary and Congress. As a returning "3L," I served as a judicial clerk to Vermont Supreme Court Justice James L. Morse, performing research and drafting opinions of the court in criminal and civil

appeals. I learned to analyze evidence and the law to craft judicial decisions efficiently, as pragmatic tools to resolve disputes, not just pronouncements for study.

After law school, I began my law practice in public service, accepting a job with the U.S. Department of Justice, but deferred for a year in order to serve as a law clerk at the U.S. Court of Appeals for the Second Circuit, located adjacent to New York's Chinatown. As a law clerk to Senior Circuit Judge William H. Timbers, I continued to evaluate records containing complex evidence and analyzed many areas of law to decide cases efficiently and fairly and to prepare clear, practical written decisions for the court.

These experiences from childhood through my early career impressed on me the great importance that adjudicatory officers must place on affording respect, compassion, courtesy, patience, and unbiased attention while serving all parties fairly. I have always tried to embody those qualities during my career as a law clerk, government lawyer, private attorney, and as a temporary judge. I would continually strive to exhibit those qualities as a member of the Assessment Appeals Board.

Why I seek to serve as an Assessment Appeals Board Member – I seek to serve as a San Francisco County Assessment Appeals Board (“AAB”) member because I believe that the institution performs a critical public mission: ***to insure and improve public trust and confidence in our San Francisco government.*** Specifically, the AAB provides San Franciscans and the Assessor a quasi-judicial administrative appeal that arises from federal and state Constitutional requirements and the oversight duties of the Board of Supervisors.¹ AAB appeals function as an historical, crucial part of California's property assessment quality assurance program.

¹ The 14th Amendment of the United States Constitution requires that no state “shall . . . deprive any person of life, liberty, or property, without due process of law.” The United States Supreme Court held that the due process clause requires that a taxpayer be afforded a hearing on a property tax assessment by a body created for that purpose before the tax becomes final and irrevocable. *Nickey v. Mississippi*, 292 U.S. 393 (1934). In 1879, original Section 9 of Article XIII of the California State Constitution provided that “The Boards of Supervisors of the several counties of the State shall constitute Boards of Equalization for their respective counties. . . .” Section 16 of Article XIII of the California Constitution currently provides that “The county board of supervisors, *or one or more assessment appeals boards created by the county board of supervisors*, shall constitute the county board of equalization. . . .” (emphasis added). Section 16 further delegates authority to the Board of Supervisors to provide resources for essential administrative functions. Revenue and Taxation Code Section 1601 defines “county board” as “a county board of supervisors meeting as a county board of equalization or an assessment appeals board.” California courts have long-held that a county board of equalization, in conducting reviews of assessments of locally assessed property, are creatures of the Constitution and constitute quasi-judicial agencies that function as the legally designated bodies. See e.g., *Universal Cons. Oil Co. v. Byram*, 25 Cal.2d 353, 362 (Cal. 1944); *Eastern-Columbia, Inc. v. County of L.A.*, 61 Cal.App.2d 734, 745 (Cal. Ct. App. 1943).

In light of my experience and training as a litigator, trial attorney, temporary judge, and judicial arbitrator (including appearing in AAB proceedings), I understand that litigants' trust and confidence in the fairness of the process through which their disputes are considered and resolved – and the resulting legitimacy of government institutions and decisions -- are governed most by perceptions of the quality of their treatment by the tribunal.

In San Francisco, assessment contests are most often concluded at the AAB, rather than at the courts, making the AAB's adjudication the "public face" of justice. As a result, it becomes an overwhelming requirement that AAB members and staff treat all taxpayers and Assessor representatives with dignity, courtesy and respect while providing efficient, fair, impartial, transparent, independent adjudications and decisions consistent with property tax equalization laws and regulations. Doing otherwise imperils and delegitimizes the AAB's Constitutional role.

In addition to resolving an assessment contest, each AAB appeal must provide aggrieved taxpayers with the reassurance of a fair process – regardless of the outcome – and our San Francisco government with an opportunity to build trust and confidence in the eyes of a critical public.

If appointed, I will seek to live up to the highest standards of judicial and professional conduct so that the public, government, and AAB will be well-served. I will work so that taxpayers and assessment personnel view the appeals process as fair, efficient, impartial, and governed by law. If appointed to serve, I will pursue a mission to promote public trust and confidence in the AAB as a positive quality assurance element of our San Francisco County property assessment system.



Jeffrey Kenton Lee #212465

License Status: Active

Address: JKL Law & Consulting, 65 Lunado Way, San Francisco, CA 94127-2852

County: San Francisco County

Phone Number: (650) 248-5316

Fax Number: Not Available

Email: jeffreylee.mail1@gmail.com

Law School: Vermont Law School; S Royalton VT

Below you will find all changes of license status due to both non-disciplinary administrative matters and disciplinary actions.

Date	License Status	Discipline	Administrative Action
Present	Active		
2/13/2001			Admitted to The State Bar of California

Additional Information:

- Explanation of licensee status
- Explanation of disciplinary system
- Explanation of disciplinary actions
- Copies of official licensee discipline records are available upon request

CLA Sections: None

California Lawyers Association (CLA) is an independent organization and is not part of The State Bar of California.

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JEFFREY K. LEE

EXPERIENCE

JKL Law & Consulting, San Francisco, CA

Principal and Attorney at Law, May 2014 – present

- Advise clients with practical strategic, legal, and business advice on dispute resolution and avoidance; intellectual property rights; regulatory developments; investigations, audits, data compliance and risk management; key agreements; employment; mergers and acquisitions; and other mission-critical matters.
- Advocate for clients in litigation, negotiation, mediation, mock proceedings, and other adversary matters.
- Representative clients: *Rakuten Viki, Inc.*, *Fresh & Natural Café LLC*, *Geowing Mapping, Inc.*, *SL Environmental Group*

Live365, Inc., Foster City, CA

Senior Vice President, Legal and Business Affairs, and Chief Legal Officer, May 2013 – May 2014;

Outside General Counsel (on-site secondment), October 2012 – May 2013

- Built and led 6-person Legal Department at pioneering, venture-funded global digital media network.
- Advised CEO, Board of Directors, and Executive Team on strategic, legal, and business issues.
- Resolved litigation and liabilities under U.S. and international laws.
- Created and led legal functions for U.S. and international contract and content license negotiations; intellectual property portfolio development and enforcement; government audits and investigations; litigation and dispute resolution; public policy and regulatory affairs; risk and crisis management; employment matters; data security; compliance and product counseling; and cost-effective management of counsel and vendors.

GCA Law Partners LLP (f/k/a General Counsel Associates), Mountain View, CA

Partner, Litigation Group, March 2005 – May 2013; *Of Counsel*, June 2004 – February 2005

- Provided strategic counseling and lead advocacy from initial dispute through ADR, trial, and appeal for emerging companies, founders, and nonprofit clients. Counseled clients on merger and acquisition activities.
- First-chaired matters involving patent, trademark, copyright, trade secret, and other intellectual property rights; business disputes; government agency actions; environmental law; real estate, government and internal investigations; and antitrust and unfair competition claims.
- Created, led, and managed cost-effective client, attorney, expert, and staff teams.
- Representative clients: *Guitar Hero* videogame creator RedOctane, Inc. (acquired by *Activision*; NASDAQ: ACTI) and chipmaker Canesta, Inc. (acquired by *Microsoft*; NASDAQ: MSFT).

OCA – APA Advocates (f/k/a Organization of Chinese Americans), Washington, DC

National General Counsel, January 2005 – January 2006; *Acting General Counsel*, April 2004 – December 2004

- Advised Board and Executive Director of 100-chapter organization on strategic, legal, and policy issues.
- Built and led 4-lawyer team to address contract, litigation, employment, tax, real estate, and other matters.

Day Casebeer Madrid & Batchelder, Cupertino, CA

Associate, July 2000 – August 2003

- Represented technology clients in high-stakes, complex trial and appellate litigation, including patent, licensing, trade secret, and commercial disputes.
- Assembled, led, and managed client, attorney, expert, and staff teams.
- Protected industry-changing product lines, including for *Amgen* (Epogen, Neupogen; NASDAQ: AMGN) and *Lilly-Icos* (Cialis; NYSE: LLY) using offensive and defensive litigation.

Latham & Watkins, Washington, DC

Associate, Litigation and Environmental Departments, September 1998 – June 2000

- Represented and counseled clients in high-stakes government enforcement and regulatory cases, internal investigations, mergers and acquisitions, civil and administrative litigation, product, employment, securities, contract, fraud, fiduciary, trade secret, RICO, environmental, real estate, and other matters.
- Assembled, led, and managed client, attorney, expert, and staff teams.
- Representative clients: *The Carlyle Group* (NASDAQ: CG), *Columbia HCA* (NYSE: HCA), *American Home Products* (NYSE: AHP), and international financial institutions.

United States Department of Justice, Washington, DC

Trial Attorney, Environment and Natural Resources Division, October 1993 – September 1998

- Earned *Special Commendation* and *Special Achievement* awards for outstanding trial performance.
- First-chaired complex trials, appeals, and preliminary relief proceedings in high-profile cases.
- Investigated and prosecuted cases against violators of environmental laws. Defended federal agency actions and rules. Advised agency clients on constitutional, statutory, regulatory, and administrative law issues.
- Assembled, led, and managed multi-agency teams of attorneys, investigators, experts, and public affairs officers.

United States Court of Appeals for the Second Circuit, New York, NY/Bridgeport, CT

Law Clerk to the Honorable William H. Timbers, United States Circuit Judge, 1992 – 93 Term

- Prepared court opinions, orders, and bench memoranda. Managed and trained subsequent year's law clerks.

SELECTED COMMUNITY SERVICE

Superior Court of California

Judge Pro Tem (appointed), 2009 – present (Small Claims and Traffic Divisions), Santa Clara County, CA

Judicial Arbitrator (appointed), April 2007 – present, San Mateo and Santa Clara Counties, CA

San Francisco Unified School District, San Francisco, CA

Regional Representative, District English Learners Advisory Committee, Board of Directors, 2017 – 2020 Term

- Advised Board of Education on English-learner student and family needs, including development of a master education plan; District programs and objectives; teacher and instruction requirements; student reclassification standards and procedures; and family notification requirements.

Commodore Sloat Elementary School, San Francisco, CA

Parent Organizer and Program Leader, Fall 2014 – Spring 2020

- English Learner Advisory Committee, School Representative
- S.F. Bike Coalition, Safe Routes to School, Walk and Roll to School Program, Liaison and Organizer
- Historical Mock Trial: *U.S. v. William Ide, et al.* (1846 California Bear Flag Revolt), Creator and Instructor

Asian Americans for Community Involvement, Inc., Santa Clara County, CA

Independent Director, November 2010 – March 2017

- Chair, Nominations and Governance Committee for county health services and advocacy provider.
- Member, Finance and Budget Committee; Mergers and Acquisitions Committee; Special Litigation Committee; and CEO Search Committee.

Santa Clara Valley Water District, Independent Monitoring Committee, Santa Clara County, CA

Appointed Member, July 2012 – July 2014

- Prepared annual oversight reports to taxpayers regarding Water District use of special parcel tax revenue.

EDUCATION

Vermont Law School, South Royalton, VT

Joint J.D., *cum laude*/Master of Environmental Law and Policy, *magna cum laude*, May 1992

Vermont Law Review, Senior Articles Editor and Managing Board Member

Colgate University, Hamilton, NY

A.B., Biology (minor: Philosophy), May 1987

Dean's Award; *Colgate Journal of Sciences*, Editor; Men's Tennis Team; Judicial Board, Counselor; Faculty Candidate Evaluation Committee

Judicial Council of California: *Bench Conduct and Demeanor* (mandatory implicit bias training), September 2019, 2009 – 2017; *Judicial Ethics*, February 2018, 2009 – 2015; various other mandatory courses and courtroom training, 2009 – present

Executive Education: *Boston University School of Management – Association of Corporate Counsel: Mini MBA for In-House Counsel*, Los Angeles, CA, May 2014; *Chief Litigation Officer Summit*, Las Vegas, NV, March 2014; *Association of Corporate Counsel Institute for Advanced Corporate Counsel*, Burlingame, CA, April 2014; *Northern California Mediation Center – Essentials of Mediation*, San Rafael, CA, October 2014; *Association of Corporate Counsel Compliance Conference*, Northern California, June 2016 and June 2018

Bar Admissions: California (2001), District of Columbia (1995), Pennsylvania (1993)

JEFFREY K. LEE



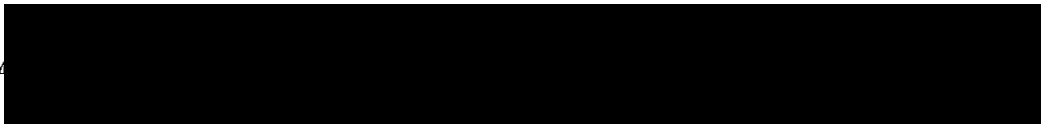
Jeff provides strategic, legal, and business counseling in the areas of dispute resolution and avoidance; intellectual property rights; regulatory developments; investigations, audits, data compliance and risk management; key agreements; employment; mergers and acquisitions; and other mission-critical matters. He also represents clients in litigation, negotiation, mediation, mock proceedings, and other adversary matters.

Jeff's domestic and international clients include unmanned aviation system (drone), digital media platforms, software app, education, entertainment, health, athletic performance, hardware, environmental, and other commercial and not-for-profit clients.

Professional Profile:

Jeff offers a wide range of private and government experience to clients. As a Partner at Bay Area legal boutique, GCA Law Partners (f/k/a General Counsel Associates), he represented and counseled international businesses (from startup ventures to Fortune 500 companies), individuals, and nonprofit organizations on intellectual property, technology licensing, antitrust, governmental, environmental, real estate, and other matters. He also handled high-stakes cases with the Washington, D.C. office of Latham & Watkins and Silicon Valley trial boutique, Day Casebeer.

An experienced general counsel with a broad range of skills, Jeff served global digital media network, Live365, Inc., as the Senior Vice President of Legal and Business Affairs and Chief Legal Officer. He built and led a 6-person legal department with internal and external functions to enable Live365 to provide its worldwide community of contributing artists, thought-leaders, educators and consumers a digital platform hosting user-generated expression, information, and opinion. His duties included technology and content licensing; litigation and dispute resolution; U.S. and international contract negotiations; copyright and free expression issues; intellectual property portfolio development and enforcement; governmental audits and investigations; public policy and regulatory affairs; risk and crisis management; employment law matters; compliance and product counseling; cost-effective management of outside counsel and experts; conference presentations and attendance; industry trade association representation; and advising the CEO, Board, Executive team, and Investors regarding mission-critical strategic, legal, governance, and policy issues.



JKL LAW & CONSULTING

San Francisco, California

Before entering private law practice, Jeff served as a Trial Attorney at the U.S. Department of Justice, earning awards for outstanding performance leading investigations, trials, and appeals. After law school, he served as judicial law clerk to Judge William H. Timbers on the U.S. Court of Appeals for the Second Circuit in New York City.

Active in public service, Jeff served on the Board of Directors and chaired the Nominations and Governance committee of AACI, Inc., Silicon Valley's largest health and services provider to Asian Americans and the sponsor of numerous grant-funded health programs. As a director, he sat on the Budget and Finance Committee, (Nonprofit) Mergers and Acquisitions Committee, Special Litigation Committee, and CEO Search Committee.

Jeff was appointed to the Santa Clara Valley Water District's Independent Monitoring Committee, responsible for oversight reporting to taxpayers regarding the Water District's use of special parcel tax revenues to ensure clean, safe streams and flood protection.

Jeff is a Judge *Pro Tem* on the Superior Court of California and an ADR neutral. He serves on the Board of the San Francisco Unified School District's English Learners' Advisory Committee and is Commodore Sloat Elementary School's parent representative to its English Learner Advisory Committee. Jeff is also the school's parent organizer for the San Francisco Bike Coalition's Safe Routes to School programs and its mock trial creator and instructor.

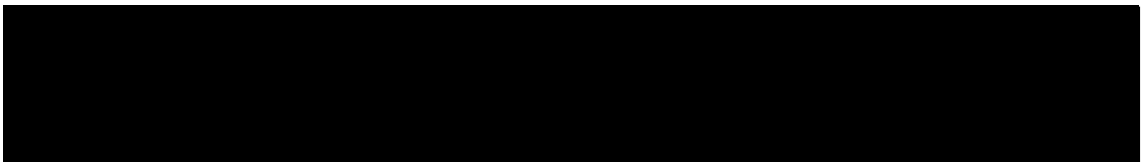
Jeff was the national general counsel of OCA - APA Advocates (f/k/a Organization of Chinese Americans, Inc.), a nonprofit social justice organization sponsoring and administering grant-funded programs with 100 chapters nationwide. There, he advised its Board and Executive Director regarding strategic, legal, and policy issues and led the legal team to address contract, employment, tax, corporate, sponsorship, and litigation matters, including *amicus* brief submissions by the national organization, its chapters, and partners.

Jeff holds a biology degree from Colgate University, where he played on the tennis team. He earned a joint law degree and master's degree in environmental law and policy from Vermont Law School, while serving as the Senior Articles Editor and a Managing Board member of the *Vermont Law Review*.

He practices and teaches the traditional Chinese martial art *taijiquan* (t'ai chi ch'uan), and enjoys tennis, hiking, and camping. A registered music composer and publisher through ASCAP and BMI, Jeff is a guitarist and songwriter.

Education:

- J.D., 1992, Vermont Law School (*cum laude*)
- Master of Studies in Environmental Law and Policy, 1992, Vermont Law School (*magna cum laude*)
- A.B. in Biology, 1987, Colgate University



JKL LAW & CONSULTING

San Francisco, California

Executive Education:

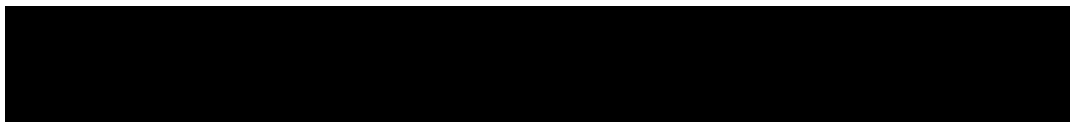
- *Boston University School of Management – Association of Corporate Counsel: Mini MBA for In-House Counsel*, Los Angeles, CA;
- *Chief Litigation Officer Summit*, Las Vegas, NV;
- *Association of Corporate Counsel Institute for Advanced Corporate Counsel*, Burlingame, CA;
- *Northern California Mediation Center – Essentials of Mediation*, San Rafael, CA;
- *Association of Corporate Counsel Compliance Conference*, Northern California.

Bar Admissions: California, District of Columbia, Pennsylvania, and federal trial and appeal courts throughout California.

Representative Experience:

Environmental, Government Agency, and Constitutional Disputes

- Trial and appeal of a politically-sensitive federal case under the Clean Water Act and NEPA, involving national security, human health and safety, and environmental justice issues arising from planned sediment disposal and capping associated with the home-porting of the Navy's experimental Seawolf-class nuclear attack submarines.
- Representation as lead trial counsel for non-profit citizen groups seeking to compel investigation and cleanup of contaminated waters and property by past and current landowners at a site adjacent to commercial fishing waters in Northern California.
- Various matters involving federal government investigation and civil prosecution of businesses and individuals under federal wetlands laws, including in connection with use and development of seasonal and agricultural lands.
- Representation and counseling of various clients during internal compliance audits, agency investigations, and negotiations, including an international specialty chemicals company regarding potential federal reporting violations; and several large California real estate development and management firms regarding alleged environmental lead disclosure issues.
- Representation of various government and private clients in cases involving liability for pollution under CERCLA, including at trial to allocate responsibility for historical pollution of California land contaminated with aviation fuel products during World War II; a case involving penalties and natural resource damages for contamination in Montana dating to the mid-19th century; and a specialty chemical company in a federal government action for penalties and natural resource damages for pesticide and heavy-metals pollution in California's Santa Monica Bay.

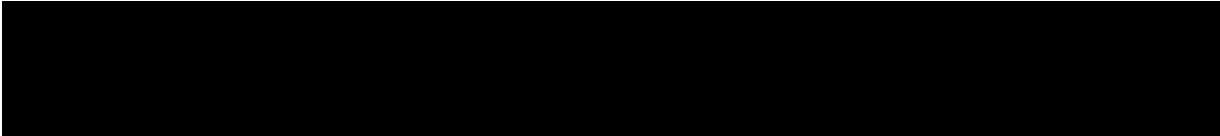


JKL LAW & CONSULTING

San Francisco, California

- Representation of a land trust complying with agency orders to remediate contaminated properties adjacent to vulnerable populations against developer petitions before the California State Water Resources Control Board.
- Representation of student-victims in a California state Attorney General's investigation of a for-profit allied health care professional educational institution and associated litigation.
- Representation and counseling of various nonprofit childcare center operators in administrative proceedings before California licensing agencies.
- Service as a moot court judge in the successful appeal by a California municipality appealing a loss in a federal jury trial, helping the client win a remand for a new trial on legal issues appealed.
- Various federal court actions involving challenges to U.S. EPA permit and rulemaking decisions under the Clean Water Act, Clean Air Act, TSCA, RCRA, CERCLA, NEPA and other environmental laws, including several federal appeals involving challenges to Clean Air Act rules affecting California air quality standards, and a federal trial involving hazardous waste releases by a chemical company in Louisiana's "Cancer Alley."
- Representation of various for-profit and nonprofit clients in constitutional law matters, including constitutional challenges to agency actions; due process and equal protection challenges to use of punch-card ballots in the 2003 California Special Election; constitutional issues in an international child-custody case; and constitutional and federal Racketeer Influenced and Corrupt Organizations Act (RICO) issues in an international human rights matter.


Commercial and Business Disputes

- Representation of a food service employer in a multi-defendant, statewide California wage and hour class action in state court.
 - Representation of a not-for-profit health services center in a construction defect and contract dispute claims arising from cost overruns and unauthorized work in connection with building repairs and improvements.
 - Representation of an international real estate holding and investment company against claims of accounting fraud and breach of contract.
 - Representation of private energy co-generation companies in contract, tort, fraud, false advertising, defective product, and property damage claims arising from commercial use of recycled waste by-products.
 - Representations of multiple clients alleging fraud, breach of contract, and deceptive business practices against a for-profit allied health care professional college.
- 

JKL LAW & CONSULTING
San Francisco, California

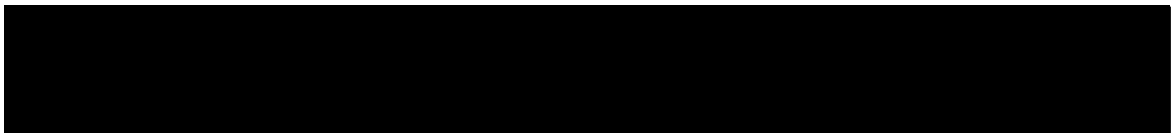
- Representation of multiple independent distributors in a complex national antitrust action against group purchasing agencies and other healthcare industry entities.
- Representation of a private medical laser treatment company in connection with an employment-related dispute with a founder.
- Representation of a large national healthcare company and certain executives in a federal class action alleging fiduciary breach and fraud in management of the company's stock bonus plan.
- Successful litigation settlements requiring intellectual property licenses establishing future rights and conduct (*e.g.*, video game, global aircraft positioning, LED display, computer chip patents; creative works copyrights; house, product and service marks; trade secret usage and disclosure).
- Successful enforcement of technology licenses in arbitral, trial, and mediation settings.
- Representation in compliance audits of technology license terms.

Intellectual Property Disputes

- Representation of a large international biotechnology company in an arbitral trial conducted over a nine-month period to determine international and domestic contractual marketing rights to a patented, multi-billion dollar biopharmaceutical, obtaining damages and establishing entitlement to costs and fees.
 - Representation of an international digital media content provider against a U.S.-based copyright owner in an infringement matter in federal court, winning dismissal of the case on international law principles.
 - Representation and strategic counseling of a video entertainment company accused of patent infringement arising from the release of an original video game and peripherals; and in connection with a federal trademark infringement and unfair competition matter involving its international video game franchise.
 - Representation of an international technology company asserting infringement by a competitor of an innovative transportation vehicle-monitoring patent in federal court.
 - Representation of a metallurgy and materials science company in both federal and state court actions to secure marketplace rights against a competitor alleging existence of a non-competition obligation, misuse of trade secrets, and exclusive marketing rights.
 - Representation of an international customized video display supplier against a competitor in a patent infringement and Lanham Act matter in federal court.
- 

JKL LAW & CONSULTING
San Francisco, California

- Representation of a martial arts academy against allegations of trademark infringement and dilution by a national mixed-martial arts training and fight promotion organization.
- Representation of a supplier of semiconductor manufacturing equipment against claims of trade secret misappropriation by a competitor.
- Representation of a video device manufacturer alleged to have stolen trade secrets, breached an employment agreement, and interfered with business relations of a competitor.
- Representation of a national home furnishings company and its president in a federal copyright case arising from allegations of infringement of various artistic works by a competitor.





JKL LAW AND CONSULTING

Dispute Resolution + Litigation + Strategic Counseling + Advocacy

JEFFREY K. LEE
Attorney at Law

San Francisco, California 94127

August 25, 2020

VIA E-MAIL TO AAB@SFGOV.ORG

ALISTAIR GIBSON
Administrator
Assessment Appeals Board
City and County of San Francisco
City Hall, Room 405
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4697

Re: Jeffrey K. Lee – COMPLETED CA FORM 700

Dear Mr. Gibson:

As you instructed in your email to me of August 19, 2020, in connection with my *Application for Appointment to Assessment Appeals Board 3*, I have completed and am submitting directly to you my **CALIFORNIA FORM 700, Statement of Economic Interests**. An electronic version is hereby attached, including Cover Page and Schedules A-1 through E (as created using the current Excel file version provided by the California Fair Political Practices Commission on its website).

I realize that upon an appointment, public officials must file a Form 700 within 30 days of assuming office. At this time, I am a private citizen with no public disclosure obligations. I cannot identify the dates requested in section 3 of the Cover Page. Accordingly, I recommend that if I am appointed and assume office, I will revise and submit my Form 700 accordingly.

I hope that you will find these materials satisfactory. If you have any questions or need additional information, please do not hesitate to contact me at jeffreylee.mail1@gmail.com and/or by telephone at (650) 248-5316.

Thank you for your time and consideration.

Very truly yours,

Jeffrey K. Lee

Attachment

**STATEMENT OF ECONOMIC INTERESTS
COVER PAGE
A PUBLIC DOCUMENT**

Date Initial Filing Received
Filing Official Use Only

Please type or print in ink.

NAME OF FILER (LAST)	(FIRST)	(MIDDLE)
LEE	JEFFREY	KENTON

1. Office, Agency, or Court

Agency Name (Do not use acronyms)
CITY AND COUNTY OF SAN FRANCISCO

Division, Board, Department, District, if applicable
ASSESSMENT APPEALS BOARD

Your Position
MEMBER (APPLICANT)

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: _____ Position: _____

2. Jurisdiction of Office (Check at least one box)

- | | |
|---|--|
| <input type="checkbox"/> State | <input type="checkbox"/> Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction) |
| <input type="checkbox"/> Multi-County _____ | <input checked="" type="checkbox"/> County of <u>SAN FRANCISCO</u> |
| <input type="checkbox"/> City of <u>SAN FRANCISCO</u> | <input type="checkbox"/> Other _____ |

3. Type of Statement (Check at least one box)

- | | |
|--|---|
| <input type="checkbox"/> Annual: The period covered is January 1, 2019, through December 31, 2019. | <input type="checkbox"/> Leaving Office: Date Left ____/____/____
(Check one circle.) |
| -or-
The period covered is ____/____/____, through December 31, 2019. | <input type="radio"/> The period covered is January 1, 2019, through the date of leaving office. |
| <input checked="" type="checkbox"/> Assuming Office: Date assumed <u>N/A</u> | -or-
<input type="radio"/> The period covered is ____/____/____, through the date of leaving office. |
| <input checked="" type="checkbox"/> Candidate: Date of Election <u>N/A</u> and office sought, if different than Part 1: _____ | |

4. Schedule Summary (must complete) ► Total number of pages including this cover page: 8

Schedules attached

- | | |
|---|---|
| <input checked="" type="checkbox"/> Schedule A-1 - Investments – schedule attached | <input checked="" type="checkbox"/> Schedule C - Income, Loans, & Business Positions – schedule attached |
| <input checked="" type="checkbox"/> Schedule A-2 - Investments – schedule attached | <input checked="" type="checkbox"/> Schedule D - Income – Gifts – schedule attached |
| <input checked="" type="checkbox"/> Schedule B - Real Property – schedule attached | <input checked="" type="checkbox"/> Schedule E - Income – Gifts – Travel Payments – schedule attached |

-or- **None - No reportable interests on any schedule**

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

1 Dr. Carlton B. Goodlett Pl., City Hall, Rm #405, San Francisco, CA 94102

DAYTIME TELEPHONE NUMBER
(415) 554-6778

EMAIL ADDRESS
aab@sfgov.org

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 08/25/2020
(month, day, year)

Signature Jeffrey Kenton Lee
(File the originally signed paper statement with your filing official.)

SCHEDULE A-1

Investments

Stocks, Bonds, and Other Interests
(Ownership Interest is Less Than 10%)

Do not attach brokerage or financial statements.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name
Jeffrey K. Lee

<BLUE> is a required field

NAME OF BUSINESS ENTITY	GENERAL DESCRIPTION OF THIS BUSINESS ACTIVITY	FAIR MARKET VALUE (Select fair step down, if)	NATURE OF INVESTMENT (Select from step down list, if applicable)	IF APPLICABLE, LIST DATE (month/2019)
			ACQUIRED	DISPOSED
Acacia Opportunity Fund	Private investment fund primarily focused on small cap health and medical company stocks	\$10,001 - \$100,000	Partnership/Income Received of \$500 or more (Report on Sch. C)	
Adobe Inc.	software	\$2,000 - \$10,000	stocks	
Alphabet Inc.	information technology	\$10,001 - \$100,000	stocks	
Amazon Inc.	online store	\$100,001 - \$1,000,000	stocks	
AMD Inc.	hardware technology	\$10,001 - \$100,000	stocks	
Angen Inc.	pharmaceuticals	\$10,001 - \$100,000	stocks	
Apple Inc.	computers	\$100,001 - \$1,000,000	stocks	
Bank of America Inc.	financial services	\$2,000 - \$10,000	stocks	
Berkshire Hathaway Inc.	financial services	\$2,000 - \$10,000	stocks	
Bristol-Myers Squibb Inc.	pharmaceuticals	\$2,000 - \$10,000	stocks	
Coca Cola Inc.	food and drink	\$2,000 - \$10,000	stocks	
Johnson & Johnson	pharmaceuticals	\$10,001 - \$100,000	stocks	
Lowe's Inc.	home improvement	\$10,001 - \$100,000	stocks	
Merck and Co. Inc.	pharmaceuticals	\$2,000 - \$10,000	stocks	
Microsoft Inc.	software	\$10,001 - \$100,000	stocks	
Netflix Inc.	software	\$2,000 - \$10,000	stocks	
Nike Inc.	digital media technology	\$2,000 - \$10,000	stocks	
Nvidia Inc.	consumer products	\$10,001 - \$100,000	stocks	
Spotify Technology Inc.	hardware technology	\$2,000 - \$10,000	stocks	
Tesla Inc.	digital media technology	\$2,000 - \$10,000	stocks	
Walt Disney Co.	auto manufacturer	\$10,001 - \$100,000	stocks	
J.P. Morgan Chase and Co.	entertainment	\$10,001 - \$100,000	stocks	
Comcast Inc.	financial services	\$10,001 - \$100,000	stocks	
	communications technology	\$10,001 - \$100,000	stocks - Asset of the Estate of Helen Lee (deceased parent)	
Exxon Inc.	energy	\$10,001 - \$100,000	stocks - Asset of the Estate of Helen Lee (deceased parent)	
Prudential Financial, Inc.	financial services	\$2,000 - \$10,000	stocks - Asset of the Estate of Helen Lee (deceased parent)	

SCHEDULE A-2

**Investments, Income, and Assets
of Business Entities/Trusts**
(Ownership Interest is 10% or Greater)

<BLUE> is a required field

* Select from drop down list

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name
Jeffrey K. Lee

1. Business Entity or Trust (For reporting a trust, enter the name then skip to box 2.)		2. Gross Income Received	3. Sources of Income of \$10,000 or more	4. Investments or Interests in Real Property Held by the Business Entity or Trust (Use a separate line for each investment of real property interest.)
NAME AND ADDRESS OF BUSINESS ENTITY OR TRUST (Business Address Acceptable) (If Trust, go to 2)	GENERAL DESCRIPTION OF BUSINESS ACTIVITY	INCLUDE YOUR PRO RATA SHARE OF GROSS INCOME TO ENTITY/TRUST*	LIST SINGLE SOURCES OF INCOME OF \$10,000 OR MORE	INVESTMENT-BUSINESS ENTITY/NAME, AND BUSINESS ACTIVITY
FAIR MARKET VALUE*	LIST DATE ACQUIRED OR DISPOSED (mm/dd/yyyy)	NATURE OF INVESTMENT (If "other," describe)	YOUR BUSINESS POSITION	REAL PROPERTY LIST PRECISE LOCATION OF REAL PROPERTY
FAIR MARKET VALUE*	LIST DATE ACQUIRED OR DISPOSED (mm/dd/yyyy)	NATURE OF INVESTMENT (If "other," describe)	YOUR BUSINESS POSITION	REAL PROPERTY LIST PRECISE LOCATION OF REAL PROPERTY
JKL Law & Consulting, 65 Lunado Way, San Francisco, CA 94127	Professional services	\$10,001 - \$100,000	Rakuten Viki, Inc.	Investment in real property with home office
Lee-Chang Family Trust, 65 Lunado Way, San Francisco, CA 94127	Partnership	\$0-\$499	None	Owner-occupied residential real property with home office

SCHEDULE C
Income, Loans, & Business
Positions

(Other than Gifts and Travel Payments)



Name

Jeffrey K. Lee

<BLUE> is a required field

* Select from drop down list

**You are not required to report loans from commercial lending institutions, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

1. Income Received		2. Loans Received or Outstanding								
NAME AND ADDRESS OF SOURCE	BUSINESS ACTIVITY, IF ANY	YOUR BUSINESS POSITION	GROSS INCOME RECEIVED*	CONSIDERATION FOR WHICH INCOME WAS RECEIVED* (if "other," describe)	LENDER** (Business Address Acceptable) AND GUARANTOR, IF ANY	INTEREST RATE (%)	HIGHEST BALANCE*	BUSINESS ACTIVITY, IF ANY	TERM (Mos/Yrs)	SECURITY FOR LOAN REAL PROPERTY ADDRESS/OTHER INFORMATION*
JKL Law & Consulting, 65 Lunado Way, San Francisco, CA 94127	Professional services	Sole proprietor	\$10,001-\$100,000	fees collected for professional services provided						
Acuta Opportunity Fund, c/o Acuta Capital Partners, LLC, 1301 Shoreway Road, Suite 350, Belmont, CA 94002	Investment fund	investor, partner	\$10,001-\$100,000	Investment Partnership distribution						
Estate of Helen Lee, 65 Lunado Way, San Francisco, CA 94127	Estate of deceased parent	Executor; beneficiary	\$1,001-\$10,000	Dividends paid from stocks held as estate assets						

Schedule D
Income - Gifts

Name

Jeffrey K. Lee

<BLUE> is a required field

NAME OF SOURCE	ADDRESS OF SOURCE <i>(Business Address Acceptable)</i>	ZIP CODE	BUSINESS ACTIVITY, IF ANY, OF SOURCE	DATE <i>(mm/dd/yy)</i>	VALUE	DESCRIPTION OF GIFTS
NONE						

SCHEDULE E
Income - Gifts
Travel Payments, Advances,
and Reimbursements

Name
 Jeffrey K. Lee

<BLUE> is a required field

- Mark either the gift or income box.
- Mark the "501(c)(3)" box for a travel payment received from a nonprofit 501(c)(3) organization or the "Speech" box if you made a speech or participated in a panel. These payments are not subject to the gift limit, but may result in a disqualifying conflict of interest.
- For gifts of travel, provide the travel destination.

NAME AND ADDRESS OF SOURCE <i>(Business Address Acceptable)</i>	BUSINESS ACTIVITY, IF ANY, OF SOURCE	501 (c)(3)	DATE(S) <i>(mm/dd/yy)</i> <i>(if any)</i>	AMOUNT	TYPE OF PAYMENT <i>(Gift or Income)</i>	DESTINATION <i>(If gift)</i>	MADE A SPEECH/ PARTICIPATED IN A PANEL	DESCRIPTION
--	--------------------------------------	------------	---	--------	--	---------------------------------	--	-------------

NONE

Form 700x Comments

Schedules A-1 through E Comments

CALIFORNIA FORM FAIR POLITICAL PRACTICES COMMISSION	700
Name	Jeffrey K. Lee

Schedule A-1 Comments

As indicated, certain stocks are assets of the Estate of Helen Lee, not of filer. Filer is executor and beneficiary of that estate.

Schedule A-2 Comments

The listed real property is a personal residence with home office space. Per Form 700 Instructions, the "fair market value" reflects estimated fair market value of the portion of the residence claimed as a home office tax deduction for business use.

Schedule B Comments

The listed real property is a personal residence with home office space. Per Form 700 Instructions, the "fair market value" reflects estimated fair market value of the portion of the residence claimed as a home office tax deduction for business use.

Schedule C Comments

Schedule D Comments

Schedule E Comments

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

VACANCY NOTICE

ASSESSMENT APPEALS BOARD NO. 3

Replaces All Previous Notices

NOTICE IS HEREBY GIVEN of the following seat information and term expirations (**in bold**), appointed by the Board of Supervisors:

Seat 1, Shawn Ridgell, term expires September 2, 2022, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for a three-year term.

Vacant Seat 2, succeeding Kristine Nelson, term expired September 3, 2018, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for the unexpired portion of a three-year term ending September 6, 2021.

Vacant Seat 3, succeeding Anne Ferrel, resigned, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for the unexpired portion of a three-year term ending September 4, 2023.

Seat 4, James Reynolds, term expires September 5, 2022, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for a three-year term.

Seat 5, Estrella Bryant, term expires September 6, 2021, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for a three-year term.

Vacant Seat 6, succeeding James Reynolds, resigned, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for the unexpired portion of a three-year term ending September 5, 2022.

Vacant Seat 7 (Alternate Member), new appointment, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for the unexpired portion of a three-year term ending September 6, 2021.

Vacant Seat 8 (Alternate Member), new appointment, must have a minimum of five years professional experience in the State of California as one of the following: certified public accountant or public accountant; licensed real estate broker; attorney; or a property appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization, for the unexpired portion of a three-year term ending September 4, 2023.

Prohibition: No member shall, within the three years immediately preceding his/her appointment to the Board, have been an employee of an assessor's office.

Report: None.

Sunset Date: None.

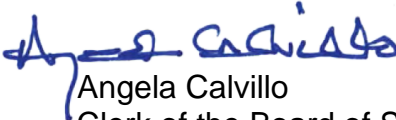
Additional information relating to the Assessment Appeals Board No. 3 may be obtained by reviewing Administrative Code, Chapter 2B, available at <http://www.sfbos.org/sfmunicodes> or by visiting the Assessment Appeals Board's website at <http://www.sfbos.org/aab>.

Interested persons may obtain an application from the Assessment Appeals Board website at http://www.sfbos.org/aab_app or from the Rules Committee Clerk, and should be submitted to: 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. All applicants must be residents of San Francisco, unless otherwise stated.

Pursuant to Board of Supervisors Rules of Order 2.32 (Motion No. 05-92) all applicants applying for this Board must complete and submit, with their application, a copy (**not original**) of their Form 700, Statement of Economic Interests. Applications will not be considered if a copy of the Form 700 is not submitted. Form 700, Statement of Economic Interests, may be obtained at <http://www.sfbos.org/form700>.

Next Steps: Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting and applicant(s) may be asked to state their qualifications. The appointment(s) of the individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Board is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-5184.



Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco

DATED/POSTED: July 27, 2020

San Francisco
BOARD OF SUPERVISORS

Date Printed: March 21, 2017

Date Established:

July 3, 2013

Active

ASSESSMENT APPEALS BOARD NO. 3

Contact and Address:

Dawn Duran
Assessment Appeals Board
City Hall, Room 405
San Francisco, CA 94102

Phone: (415) 554-6778

Fax: (415) 554-6775

Email: Dawn.Duran@sfgov.org

Authority:

Administrative Code, Chapter 2B et seq. (Added by Ordinance No. 37-67; Amended by Ordinances Nos. 110-68, 82-94, 86-96, 393-98, 273-99, and 128-13) and California Revenue and Taxation Code, Section 1620-1630.

Board Qualifications:

The Assessment Appeals Board No. 3 consists of eight (8) members (five (5) regular members, and three (3) alternate members) all appointed by the Board of Supervisors. No person may concurrently hold a seat on more than one of the three Assessment Appeals Boards.

The Board members' term of office is three years, beginning on the first Monday in September. In the event of a vacancy, the newly appointed member shall serve for the remainder of the unexpired term.

The Board shall have the following qualifications as stated in the eligibility criteria set forth in California Revenue and Taxation Code, Section 1624.05, as follows: Must have a minimum of five years professional experience in the State of California as one of the following: Certified Public Accountant or Public Accountant; licensed Real Estate Broker; Attorney; or a Property Appraiser accredited by a nationally recognized professional organization, certified by the Office of Real Estate Appraisers, or certified by the State Board of Equalization.

Hearing Officers: The regular and alternate members of the Board shall also serve as hearing officers. The Clerk shall designate members to act as hearing officers for particular applications using a rotating system designed to assure that all members with the same priority level have an equal opportunity over time to participate as hearing officers. The Clerk shall designate hearing

San Francisco
BOARD OF SUPERVISORS

officers in the following priority order: (1) the regular member of Assessment Appeals Board No. 3; (2) the alternate members of Assessment Appeals Board No. 3; (3) the alternate members of Assessment Appeals Board No. 2; (4) the alternate members of Assessment Appeals Board No. 1; (5) the regular members of Assessment Appeals Board No. 2; and (6) the regular members of Assessment Appeals Board No. 1. In their capacity as assessment hearing officers, the officers shall serve at the pleasure of and by contract with the Board of Supervisors.

It shall be the duty of each Assessment Appeals Board to equalize the valuation of the taxable property within the City and County for the purposes of taxation in the manner and subject to the limitations contained in Article XIII of the California State Constitution. Assessment Appeals Board No. 3 shall have jurisdiction to hear applications for reductions only for property assessed at less than \$50,000,000, excluding applications involving possessory interests or real property located all or in part within Assessor's Block Nos. 1-876 or 3701-3899.

Compensation: \$100 for each one-half day of service.

Report: Pursuant to California Revenue and Taxation Code, Section 1639, the hearing officer shall prepare a summary report of the proceedings together with a recommendation on the application and shall transmit this report and recommendation to the Clerk of the Board of Supervisors.

Sunset Clause: None

GENDER ANALYSIS OF COMMISSIONS AND BOARDS



City and County of San Francisco
London N. Breed
Mayor

Department on the Status of Women
Emily M. Murase, PhD
Director



Acknowledgements

The data collection and analysis for this report was conducted by Public Policy Fellow Diana McCaffrey with support from Policy and Projects Director Elizabeth Newman, Associate Director Carol Sacco, and Director Emily Murase, PhD, at the San Francisco Department on the Status of Women.

The San Francisco Department on the Status of Women would like to thank the various policy body members, Commission secretaries, and department staff who graciously assisted in collecting demographic data and providing information about their respective policy bodies.

San Francisco Commission on the Status of Women

President Debbie Mesloh

Vice President Breanna Zwart

Commissioner Shokooh Miry

Commissioner Carrie Schwab-Pomerantz

Commissioner Andrea Shorter

Commissioner Julie D. Soo

Emily M. Murase, PhD, Director
Department on the Status of Women

This report is available at the San Francisco Department on the Status of Women website, <https://sfgov.org/dosw/gender-analysis-reports>.

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Executive Summary

In 2008, San Francisco voters overwhelmingly approved a City Charter Amendment (section 4.101) establishing as City policy for the membership of Commissions and Boards to reflect the diversity of San Francisco’s population, and that appointing officials be urged to support the nomination, appointment, and confirmation of these candidates. Additionally, it requires the San Francisco Department on the Status of Women to conduct and publish a gender analysis of Commissions and Boards every two years.

The *2019 Gender Analysis of Commissions and Boards* includes more policy bodies such as task forces, committees, and advisory bodies, than previous analyses, which were limited to Commissions and Boards. Data was collected from 84 policy bodies and from a total of 741 members mostly appointed by the Mayor and Board of Supervisors. These policy bodies fall under two categories designated by the San Francisco Office of the City Attorney.¹ The first category, referred to as “Commissions and Boards,” are policy bodies with decision-making authority and whose members are required to submit financial disclosures to the Ethics Commission. The second category, referred to as “Advisory Bodies,” are policy bodies with advisory function whose members do *not* submit financial disclosures to the Ethics Commission. This report examines policy bodies and appointees both comprehensively as a whole and separately by the two categories.

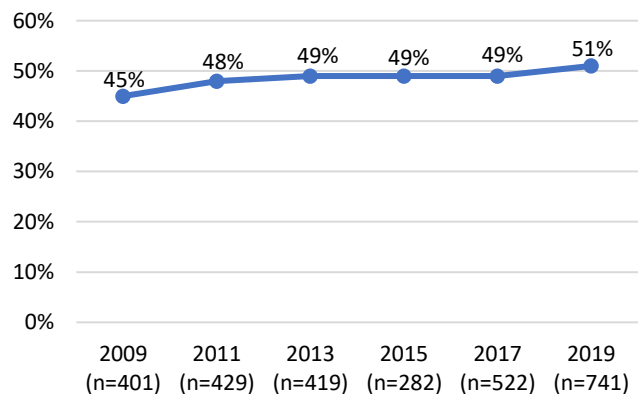
The *2019 Gender Analysis* evaluates the representation of women; people of color; lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) individuals; people with disabilities; and veterans on San Francisco policy bodies.

Key Findings

Gender

- Women’s representation on policy bodies is 51%, slightly above parity with the San Francisco female population of 49%.
- Since 2009, there has been a small but steady increase in the representation of women on San Francisco policy bodies.

10-Year Comparison of Representation of Women on Policy Bodies



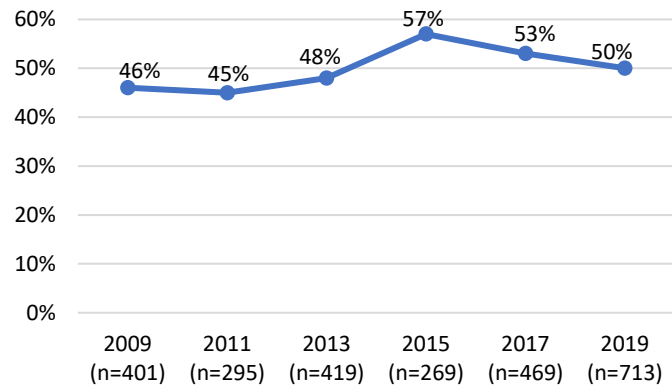
Source: SF DOSW Data Collection & Analysis.

¹ “List of City Boards, Commissions, and Advisory Bodies Created by Charter, Ordinance, or Statute,” Office of the City Attorney, <https://www.sfcityattorney.org/wp-content/uploads/2016/01/Commission-List-08252017.pdf>, (August 25, 2017).

Race and Ethnicity

- People of color are underrepresented on policy bodies compared to the population. Although people of color comprise 62% of San Francisco’s population, just 50% of appointees identify as a race other than white.
- While the overall representation of people of color has increased between 2009 and 2019, as the Department collected data on more appointees, the representation of people of color has decreased over the last few years. The percentage of appointees of color decreased from 53% in 2017 to 49% in 2019.
- As found in previous reports, Latinx and Asian groups are underrepresented on San Francisco policy bodies compared to the population. Latinx individuals are 14% of the population but make up only 8% of appointees. Asian individuals are 31% of the population but make up only 18% of appointees.

10-Year Comparison of Representation of People of Color on Policy Bodies

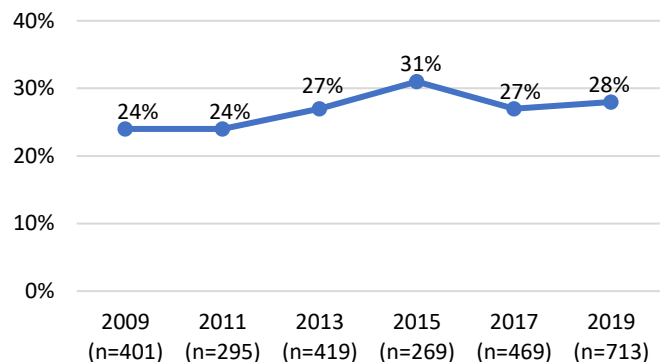


Source: SF DOSW Data Collection & Analysis.

Race and Ethnicity by Gender

- On the whole, women of color are 32% of the San Francisco population, and 28% of appointees. Although still below parity, 28% is a slight increase compared to 2017, which showed 27% women of color appointees.
- Meanwhile, men of color are underrepresented at 21% of appointees compared to 31% of the San Francisco population.
- Both White women and men are overrepresented on San Francisco policy bodies. White women are 23% of appointees compared to 17% of the San Francisco population. White men are 26% of appointees compared to 20% of the population.
- Black and African American women and men are well-represented on San Francisco policy bodies. Black women are 9% of appointees compared to 2.4% of the population, and Black men are 5% of appointees compared to 2.5% of the population.
- Latinx women are 7% of the San Francisco population but 3% of appointees, and Latinx men are 7% of the population but 5% of appointees.
- Asian women are 17% of the San Francisco population but 11% of appointees, and Asian men are 15% of the population but just 7% of appointees.

10-Year Comparison of Representation of Women of Color on Policy Bodies



Source: SF DOSW Data Collection & Analysis.

Additional Demographics

- Out of the 74% of appointees who responded to the survey question on LGBTQ identity, 19% identify as lesbian, gay, bisexual, transgender, nonbinary, queer, or questioning, and 81% of appointees identify as straight/heterosexual.
- Out of the 70% of appointees who responded to the question on disability, 11% identify as having one or more disabilities, which is just below the 12% of the adult population with a disability in San Francisco.
- Out of the 67% of appointees who responded to the question on veteran status, 7% have served in the military compared to 3% of the San Francisco population.

Proxies for Influence: Budget & Authority

- Although women are half of all appointees, those Commissions and Boards with the largest budgets have fewer women and especially fewer women of color. Meanwhile, women exceed representation on Boards and Commissions with the smallest budgets and women of color reach parity with the population on the smallest budgeted Commissions and Boards.
- Although still underrepresented relative to the San Francisco population, there is a larger percentage of people of color on Commissions and Boards with both the largest and smallest budgets compared to overall appointees.
- The percentage of total women is greater on Advisory Bodies than Commissions and Boards. Women are 54% of appointees on Advisory Bodies and 48% of appointees on Commissions and Boards. However, the percentages of people of color and women of color on Commissions and Boards exceed the percentages of people of color and women of color on Advisory Bodies.

Appointing Authorities

- Mayoral appointments include 55% women, 52% people of color, and 30% women of color, which is more diverse by gender and race compared to both Supervisorial appointments and total appointments.

Demographics of Appointees Compared to the San Francisco Population

	Women	People of Color	Women of Color	LGBTQ	Disability Status	Veteran Status
San Francisco Population	49%	62%	32%	6%-15%*	12%	3%
Total Appointees	51%	50%	28%	19%	11%	7%
10 Largest Budgeted Commissions & Boards	41%	55%	23%			
10 Smallest Budgeted Commissions & Boards	52%	54%	32%			
Commissions and Boards	48%	52%	30%			
Advisory Bodies	54%	49%	28%			

Sources: 2017 American Community Survey 5-Year Estimates, SF DOSW Data Collection & Analysis, 2019, *Note: Estimates vary by source. See page 16 for a detailed breakdown.

I. Introduction

Inspired by the 4th UN World Conference on Women in Beijing, San Francisco became the first city in the world to adopt a local ordinance reflecting the principles of the U.N. Convention on the Elimination of All Forms of Discrimination (CEDAW), an international bill of rights for women. The CEDAW Ordinance was passed unanimously by the San Francisco Board of Supervisors and signed into law by Mayor Willie L. Brown, Jr. on April 13, 1998.² In 2002, the CEDAW Ordinance was revised to address the intersection of race and gender and incorporate reference to the UN Convention on the Elimination of all Forms of Race Discrimination. The Ordinance requires City Government to take proactive steps to ensure gender equity and specifies “gender analysis” as a preventive tool to identify and address discrimination. Since 1998, the Department on the Status of Women has employed this tool to analyze the operations of 10 City Departments using a gender lens.

In 2007, the Department on the Status of Women conducted the first gender analysis to evaluate the number of women appointed to City Commissions and Boards. The findings of this analysis informed a City Charter Amendment developed by the Board of Supervisors for the June 2008 Election. This City Charter Amendment (Section 4.101) was overwhelmingly approved by voters and made it city policy that:

- The membership of Commissions and Boards are to reflect the diversity of San Francisco’s population,
- Appointing officials are to be urged to support the nomination, appointment, and confirmation of these candidates, and
- The Department on the Status of Women is required to conduct and publish a gender analysis of Commissions and Boards every 2 years.

The *2019 Gender Analysis* examines the representation of women; people of color; lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) individuals; people with disabilities; and veterans on San Francisco policy bodies primarily appointed by the Mayor and the Board of Supervisors. This year’s analysis included more outreach to policy bodies as compared to previous analyses that were limited to Commissions and Boards. As a result, more appointees were included in the data collection and analysis than even before. These policy bodies fall under two categories designated by the San Francisco Office of the City Attorney. The first category, referred to as “Commissions and Boards,” are policy bodies with decision-making authority and whose members are required to submit financial disclosures to the Ethics Commission, and the second category, referred to as “Advisory Bodies,” are policy bodies with advisory function whose members do not submit financial disclosures to the Ethics Commission. A detailed description of methodology and limitations can be found at the end of this report on page 23.

² San Francisco Administrative Code Chapter 33.A.
[http://library.amlegal.com/nxt/gateway.dll/California/administrative/chapter33alocalimplementationoftheunited?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:sanfrancisco_ca\\$sanc=JD_Chapter33A](http://library.amlegal.com/nxt/gateway.dll/California/administrative/chapter33alocalimplementationoftheunited?f=templates$fn=default.htm$3.0$vid=amlegal:sanfrancisco_ca$sanc=JD_Chapter33A).

II. Gender Analysis Findings

Many aspects of San Francisco’s diversity are reflected in the overall population of appointees on San Francisco policy bodies. The analysis includes 84 policy bodies, of which 823 of the 887 seats are filled leaving 7% vacant. As outlined below in the summary chart, slightly more than half of appointees are women, half of appointees are people of color, 28% are women of color, 19% are LGBTQ, 11% have a disability, and 7% are veterans.

Figure 1: Summary Data of Policy Body Demographics, 2019

Appointee Demographics	Percentage of Appointees
Women (n=741)	51%
People of Color (n=706)	50%
Women of Color (n=706)	28%
LGBTQ Identified (n=548)	19%
People with Disabilities (n=516)	11%
Veteran Status (n=494)	7%

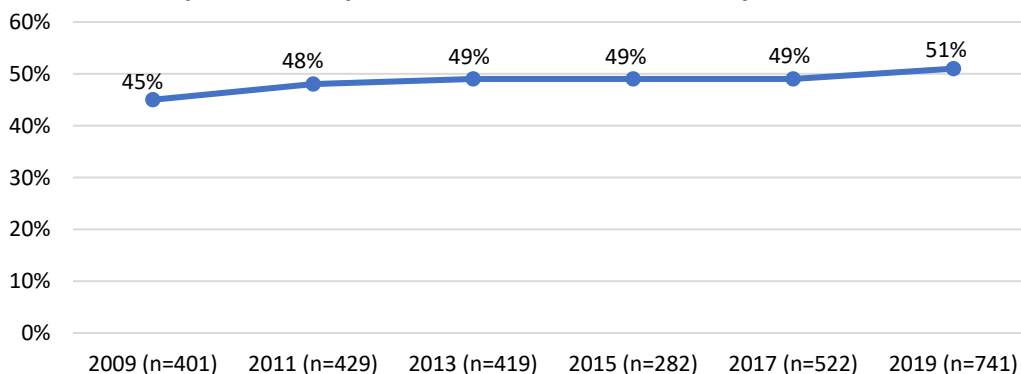
Source: SF DOSW Data Collection & Analysis.

However, further analysis reveals underrepresentation of particular groups. Subsequent sections present comprehensive data analysis providing comparison to previous years, detailing the variables of gender, race/ethnicity, LGBTQ identity, disability, veteran status, and policy body characteristics of budget size, decision-making authority, and appointment authority.

A. Gender

On San Francisco policy bodies, 51% of appointees identify as women, which is slightly above parity compared to the San Francisco female population of 49%. The representation of women remained stable at 49% from 2013 until 2017. This year, the representation of women increased by 2 percentage points, which could be partly due to the larger sample size used in this year’s analysis compared to previous years. A 10-year comparison shows that the representation of women appointees has gradually increased since 2009 by a total of six percentage points.

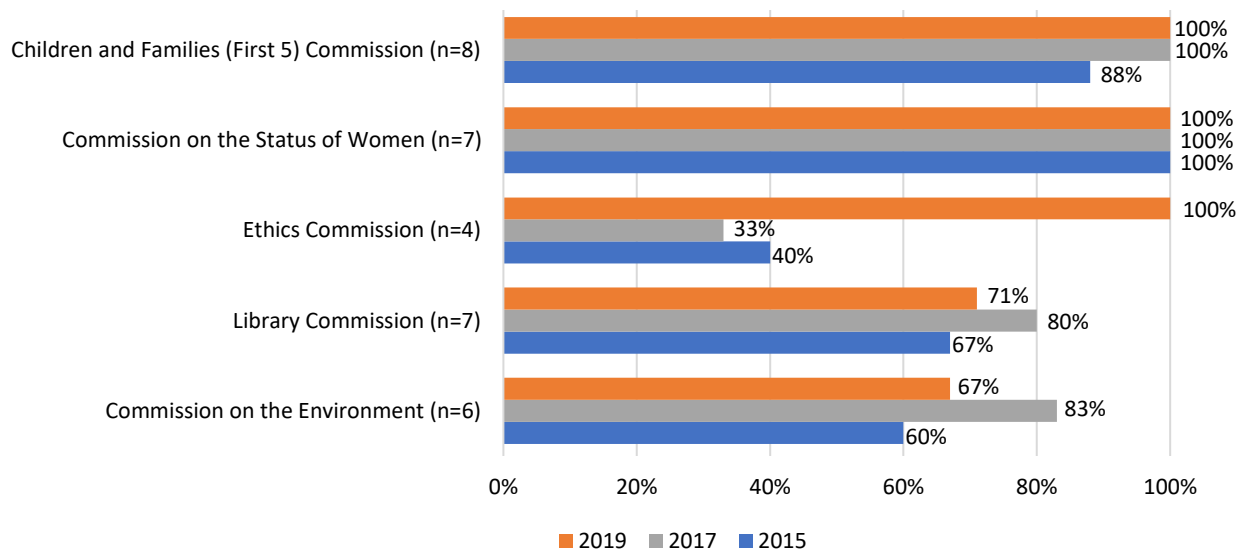
Figure 2: 10-Year Comparison of Representation of Women on Policy Bodies



Source: SF DOSW Data Collection & Analysis.

Figures 3 and 4 analyze Commissions and Boards. Figure 3 showcases the five Commissions and Boards with the highest representation of women appointees as compared to 2015 and 2013. The Children and Families (First Five) Commission and the Commission on the Status of Women are currently comprised of all women appointees. This finding has been consistent for the Commission on the Status of Women in 2015 and 2017. While the Ethics Commission has 100% women appointees, much more than 2015 and 2017, its small size of five appointees means that minimal changes in its demographic composition greatly impacts percentages. This is also the case for other policy bodies with a small number of members. The Library Commission and the Commission on the Environment are fourth and fifth on the list at 71% and 67% women, respectively, with long standing female majorities on each.

Figure 3: Commissions and Boards with Highest Percentages of Women, 2019 Compared to 2017, 2015



Source: SF DOSW Data Collection & Analysis.

Out of the Commissions and Boards in this section, 23 have 40% or less women. The five Commissions and Boards with the lowest representation of women are displayed in Figure 4. The lowest percentage is found on the Board of Examiners where currently *none* of the 13 appointees are women. Unfortunately, demographic data is unavailable for the Board of Examiners for 2017 and 2015. Next is the Building Inspection Commission at 14%, which is a decrease of female representation compared to 2017 and 2015. The Oversight Board of Community Investment and Infrastructure, Fire Commission, and Sunshine Ordinance Task Force also have some of the lowest percentages of women at 17%, 20%, and 27%, respectively. Unfortunately, the Sunshine Ordinance Task Force did not participate in previous analyses and therefore demographics data is unavailable for 2017 and 2015.

Figure 4: Commissions and Boards with Lowest Percentage of Women, 2019 Compared to 2017, 2015



Source: SF DOSW Data Collection & Analysis.

In addition to Commissions and Boards, Advisory Bodies were examined for the highest and lowest percentages of women. This is the first year such bodies have been included, thus comparison to previous years is unavailable. Figure 9 below displays the five Advisory Bodies with the highest and the five with the lowest representations of women. The Workforce Community Advisory Committees has the greatest representation of women at 100%, followed by the Office of Early Care and Education Citizen’s Advisory Committee at 89%. The Advisory Bodies with the lowest percentage of women are the Urban Forestry Council at 8% of the 13-member body and the Abatement Appeals Board at 14% of the 7-member body.

Figure 5: Advisory Bodies with the Highest and Lowest Percentage of Women, 2019



Source: SF DOSW Data Collection & Analysis.

B. Race and Ethnicity

Data on racial and ethnic identity was collected for 706, or 95%, of the 741 surveyed appointees. Although half of appointees identify as a race or ethnicity other than white or Caucasian, people of color are still underrepresented compared to the San Francisco population of 62%. The representation of people of color has increased since 2009 but has decreased following 2015. The number of appointees analyzed increased substantially in 2017 and 2019 compared to 2015, and these larger data samples have coincided with smaller percentages of people of color. The percentage decrease following 2017 could be partially due to the inclusion of more policy and advisory bodies, as the representation of people of color on Commissions and Boards dropped only slightly from 53% in 2017 to 52% in 2019.

Figure 6: 10-Year Comparison of Representation of People of Color on Policy Bodies



Source: SF DOSW Data Collection & Analysis.

The racial and ethnic breakdown of policy body members compared to the San Francisco population is shown in Figure 7. This analysis reveals underrepresentation and overrepresentation in San Francisco policy bodies for certain racial and ethnic groups. Half of all appointees are white, an overrepresentation by more than 10 percentage points. The Black and African American community is well represented on appointed policy bodies at 14% compared to 5% of the population of San Francisco. Characterizing this as an overrepresentation is inaccurate given the representation of Black or African American people on policy bodies has been consistent over the years while the San Francisco population has declined over the same period.³ Furthermore, the most recent nationwide estimate for the Black or African American population is 13%, which is nearly equal to the 14% of Black or African American appointees present on San Francisco policy bodies.⁴

Considerably underrepresented racial and ethnic groups on San Francisco policy bodies compared to the San Francisco population are individuals who identify as Asian or Latinx. While Asians are 31% of the San Francisco population, they only make up 18% of appointees. While the Latinx population of San Francisco is 14%, only 8% of appointees are Latinx. Although there is a small population of Native

³ Samir Gambhir and Stephen Menendian, "Racial Segregation in the Bay Area, Part 2," *Haas Institute for a Fair and Inclusive Society* (2018).

⁴ US Census Bureau, 2018, Retrieved from <https://www.census.gov/quickfacts/fact/table/US/PST045218>.

Americans and Alaska Natives in San Francisco of 0.4%, none of the surveyed appointees identified themselves as such.

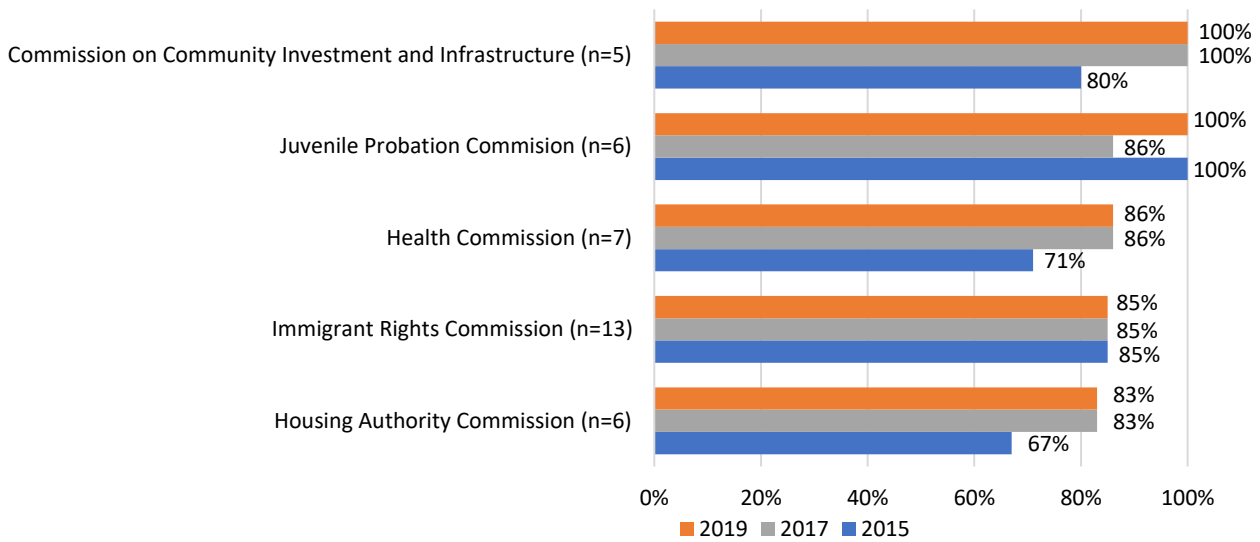
Figure 7: Race and Ethnicity of Appointees Compared to San Francisco Population, 2019



Sources: 2017 American Community Survey 5-Year Estimates, SF DOSW Data Collection & Analysis.

The next two graphs illustrate Commissions and Boards, and Advisory Bodies with the highest and lowest percentages of people of color. As shown in Figure 8, the Commission on Community Investment and Infrastructure remained at 100% from 2017, while the Juvenile Probation Commission has returned to 100% this year after a dip in 2017. Next is the Health Commission, Immigrant Rights Commission, and Housing Authority Commission at 86%, 85%, and 83%, respectively. Percentages of people of color on both the Health Commission and the Housing Authority Commission increased following 2015, and have remained consistent since 2017.

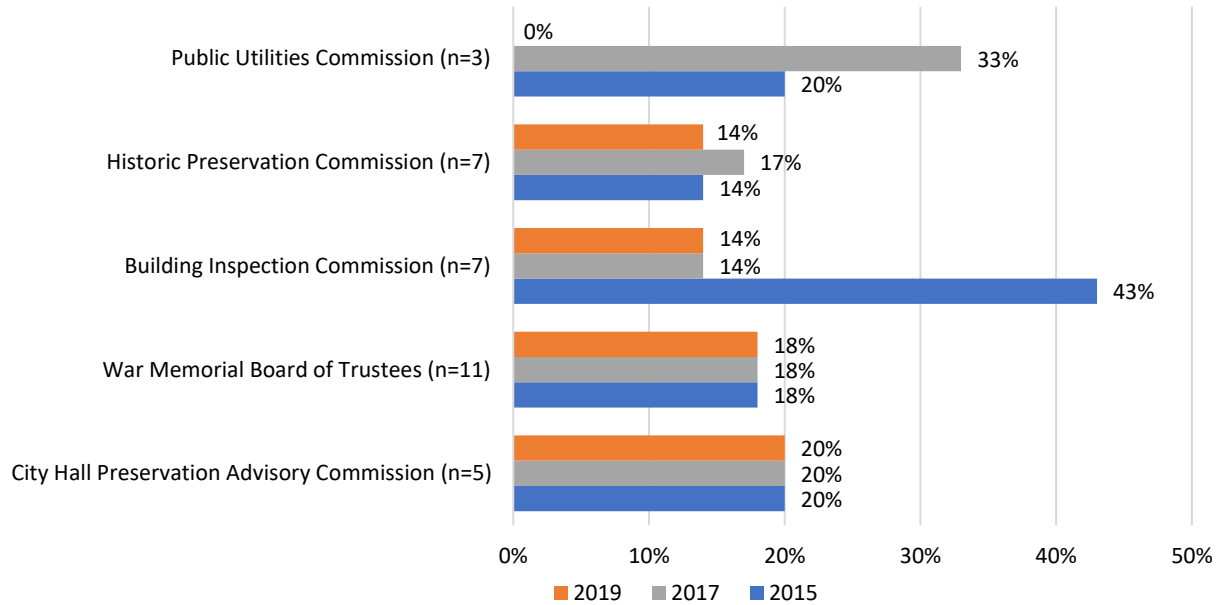
Figure 8: Commissions and Boards with Highest Percentage of People of Color, 2019 Compared to 2017, 2015



Source: SF DOSW Data Collection & Analysis.

There are 23 policy bodies that have 40% or less appointees who identified a racial and ethnic category other than white. Although the Public Utilities Commission has two vacancies, *none* of the current appointees identify as people of color. The Historic Preservation Commission and Building Inspection Commission are both at 14% representation for people of color. The Building Inspection Commission had a large drop from 43% in 2015, with the percentage of people of color decreasing to 14% in 2017 and remaining at this percent for 2019. Lastly, the War Memorial Board of Trustees and City Hall Preservation Advisory Commission have 18% and 20%, respectively.

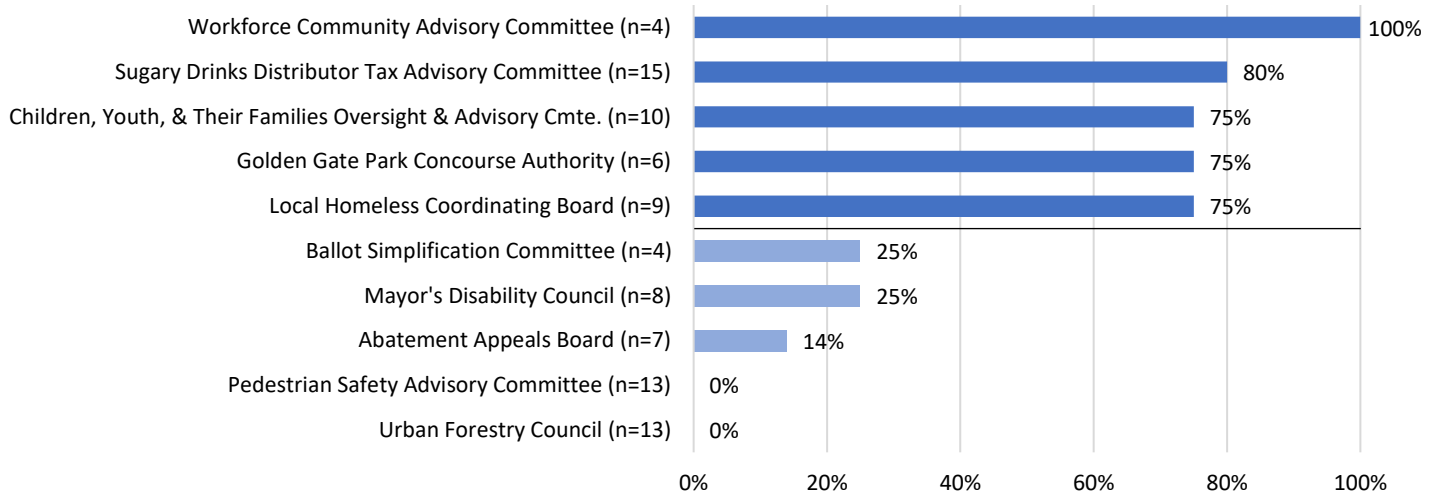
Figure 9: Commissions and Boards with Lowest Percentage of People of Color, 2019 Compared to 2017, 2015



Source: SF DOSW Data Collection & Analysis.

In addition to Commissions and Boards, Advisory Bodies were examined for the highest and lowest percentages of people of color. This is the first year such bodies have been included, thus comparison to previous years is unavailable. All members of the Workforce Community Advisory Committee are people of color. People of color comprise 80% of the Sugary Drinks Distributor Tax Advisory Committee, and 75% of appointees on the Children, Youth and Their Families Oversight and Advisory Committee, the Golden Gate Park Concourse Authority, and the Local Homeless Coordinating Board. Out of the five Advisory Bodies with the lowest representation of people of color, the Ballot Simplification Committee and the Mayor’s Disability Council have 25% appointees of color, and the Abatement Appeals Board has 14% appointees of color. The Urban Forestry and the Pedestrian Safety Advisory Committee have no people of color currently serving.

Figure 10: Advisory Bodies with the Highest and Lowest Percentage of People of Color, 2019

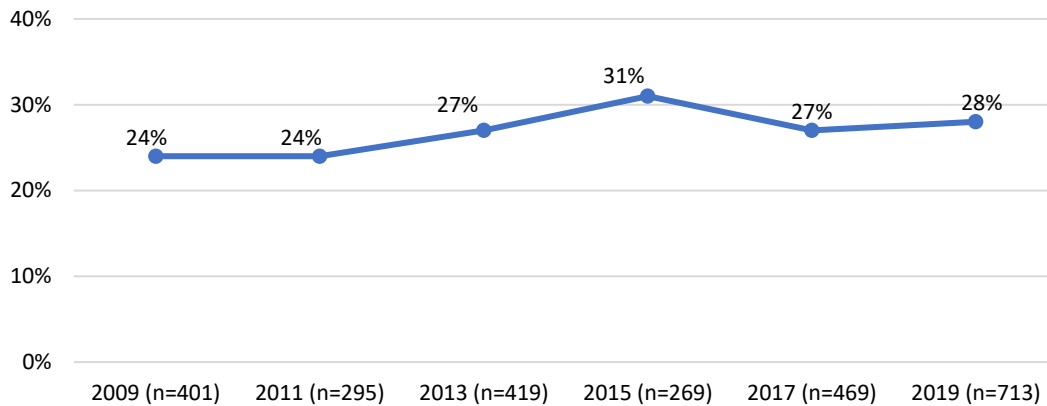


Source: SF DOSW Data Collection & Analysis.

C. Race and Ethnicity by Gender

White men and women are overrepresented on San Francisco policy bodies, while Asian and Latinx men and women are underrepresented. While women of color continue to be underrepresented at 28% compared to the San Francisco population of 32%, this is a slight increase from 2017 which showed 27% women of color. Meanwhile, men of color are 21% of appointees compared to 31% of the San Francisco population.

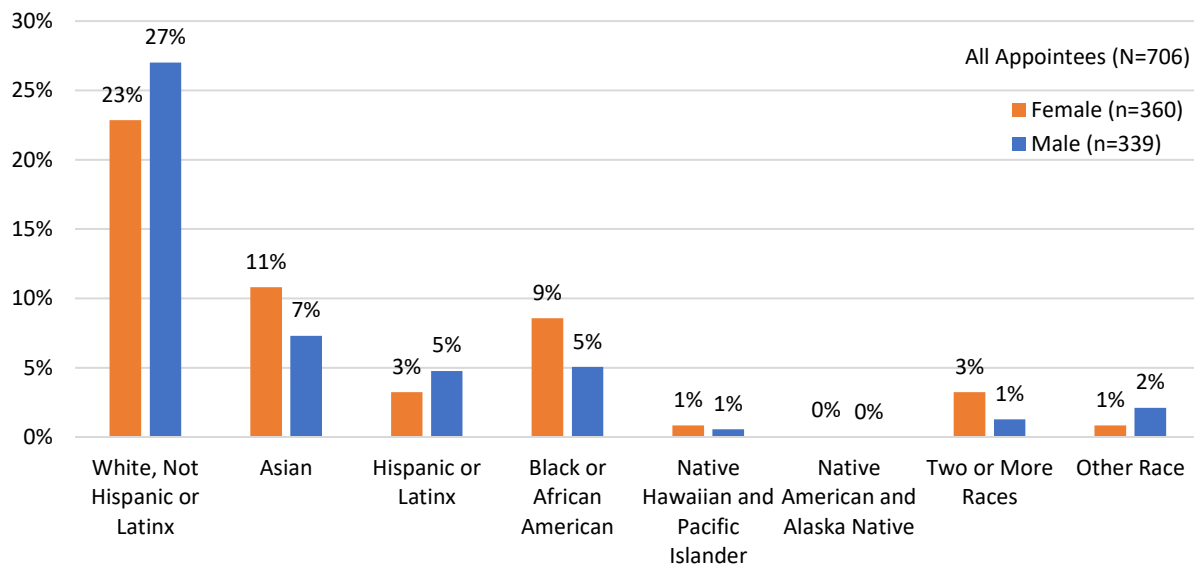
Figure 11: 10-Year Comparison of Representation of Women of Color on Policy Bodies



Source: SF DOSW Data Collection & Analysis.

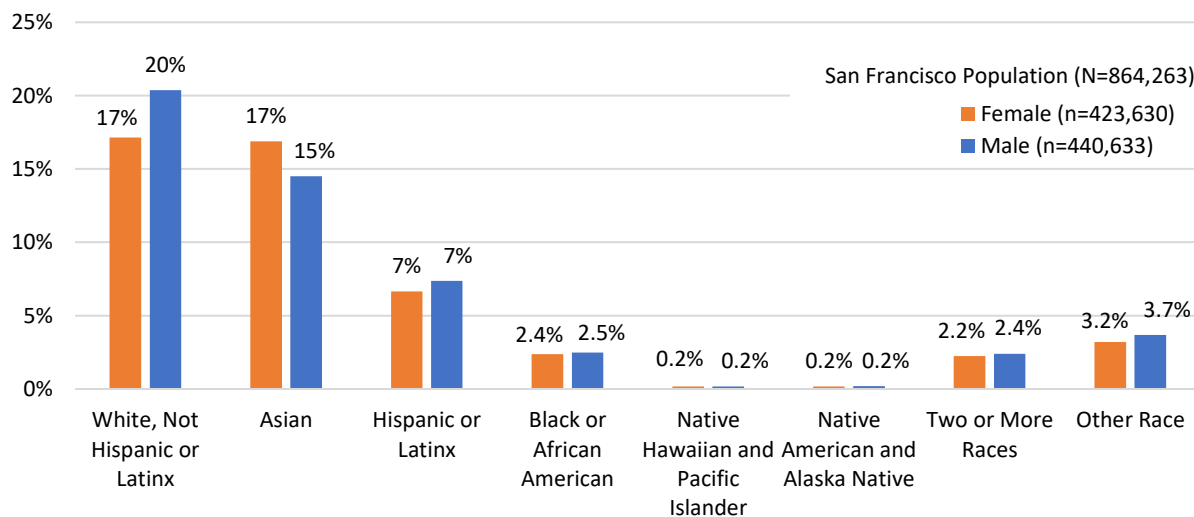
The following figures present the breakdown for appointees and the San Francisco population by race and ethnicity and gender. White men and women are overrepresented, holding 27% and 23% of appointments, respectively, compared to 20% and 17% of the population, respectively. Asian men and women are both greatly underrepresented with Asian women making up 11% of appointees compared to 17% of the population while Asian men comprise 7% of appointees and 15% of the population. Latinx men and women are also underrepresented, particularly Latinx women, who are 3% of appointees and 7% of the population, while Latinx men are 5% of appointees and 7% of the population. Black or African American men and women are well-represented with Black women comprising 9% of appointees and Black men comprising 5% of appointees. Pacific Islander men and women, and multiethnic women also exceed parity with the population. Although Native American men and women make up only 0.4% of San Francisco’s population, none of the surveyed appointees identified themselves as such.

Figure 12: Appointees by Race/Ethnicity and Gender, 2019



Source: SF DOSW Data Collection & Analysis.

Figure 13: San Francisco Population by Race/Ethnicity, 2019



Source: 2017 American Community Survey 5-Year Estimates.

D. LGBTQ Identity

Lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) identity data was collected from 548, or 75%, of the 741 surveyed appointees, which is much more data on LGBTQ identity compared to previous reports. Due to limited and outdated information on the population of the LGBTQ community in San Francisco, it is difficult to adequately assess the representation of the LGBTQ community. However, compared to available San Francisco, larger Bay Area, and national data, the LGBTQ community is well represented on San Francisco policy bodies. Recent research estimates the national LGBT population is 4.5%.⁵ The LGBT population of the San Francisco and greater Bay Area is estimated to rank the highest of U.S. cities at 6.2%,⁶ while a 2006 survey found that 15.4% of adults in San Francisco identify as LGBT⁷.

Of the appointees who responded to this question, 19% identify as LGBTQ and 81% identify as straight or heterosexual. Of the LGBTQ appointees, 48% identify as gay, 23% as lesbian, 17% as bisexual, 7% as queer, 5% as transgender, and 1% as questioning. Data on LGBTQ identity by race was not captured. Efforts to capture data on LGBTQ identity by race for future reports would enable more intersectional analysis.

Figure 14: LGBTQ Identity of Appointees, 2019

(N=548)



Source: SF DOSW Data Collection & Analysis.

Figure 15: LGBTQ Population of Appointees, 2019

(N=104)



Source: SF DOSW Data Collection & Analysis.

E. Disability Status

Overall, 12% of adults in San Francisco have one or more disabilities, and when broken down by gender, 6.2% are women and 5.7% are men. Disability data for transgender and gender non-conforming individuals in San Francisco is currently unavailable. Data on disability was obtained from 516, or 70%, of the 714 appointees who participated in the survey. Of the 516 appointees, 11.2% reported to have one

⁵ Frank Newport, "In U.S., Estimate of LGBT Population Rises to 4.5%," *GALLUP* (May 22, 2018) <https://news.gallup.com/poll/234863/estimate-lgbt-population-rises.aspx>.

⁶ Gary J. Gates and Frank Newport, "San Francisco Metro Area Ranks Highest in LBGT Percentage," *GALLUP* (March 20, 2015) https://news.gallup.com/poll/182051/san-francisco-metro-area-ranks-highest-lgbt-percentage.aspx?utm_source=Social%20Issues&utm_medium=newsfeed&utm_campaign=tiles.

⁷ Gary J. Gates, "Same Sex Couples and the Gay, Lesbian, Bisexual Population: New Estimates from the American Community Survey," *The Williams Institute on Sexual Orientation Law and Public Policy, UCLA School of Law* (2006).

or more disabilities, which is near parity with the San Francisco population. Of the 11.2% appointees with one or more disabilities, 6.8% are women, 3.9% are men, 0.4% are trans women, and 0.2% are trans men.

Figure 16: San Francisco Adult Population with a Disability by Gender, 2017

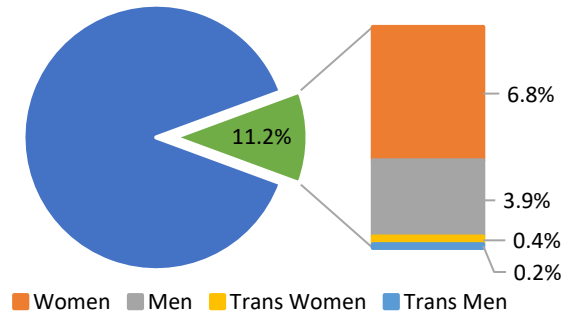
(N=744,243)



Source: 2017 American Community Survey 5-Year Estimates.

Figure 17: Appointees with One or More Disabilities by Gender, 2019

(N=516)



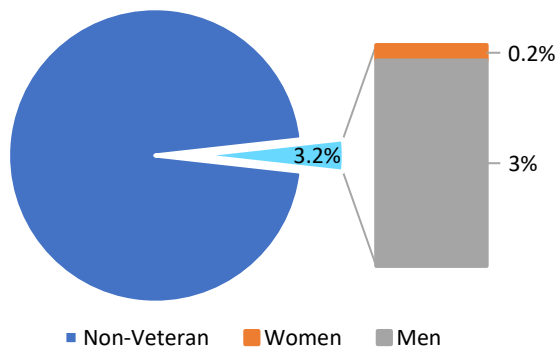
Source: SF DOSW Data Collection & Analysis.

F. Veteran Status

Overall, 3.2% of the adult population in San Francisco has served in the military. There is a considerable difference by gender, as male veterans are 3% and female veterans are 0.2% of the population. Data on veteran status was obtained from 494, or 67%, of appointees who participated in the survey. Of the 494 appointees who responded to this question, 7.1% have served in the military. Like the San Francisco population, there is a large difference by gender, as men comprise 5.7% and women make up only 1.2% of the total number of veteran appointees. Of participating appointees, 0.2% of veterans are trans women. Veteran status data on transgender and gender non-conforming individuals in San Francisco is currently unavailable.

Figure 18: San Francisco Adult Population with Military Service by Gender, 2017

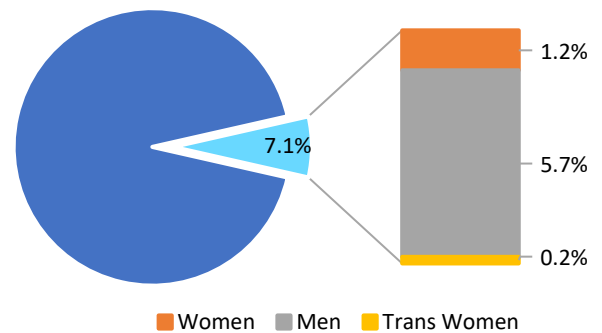
(N=747,896)



Source: 2017 American Community Survey 5-Year Estimates.

Figure 19: Appointees with Military Service, 2019

(N=494)



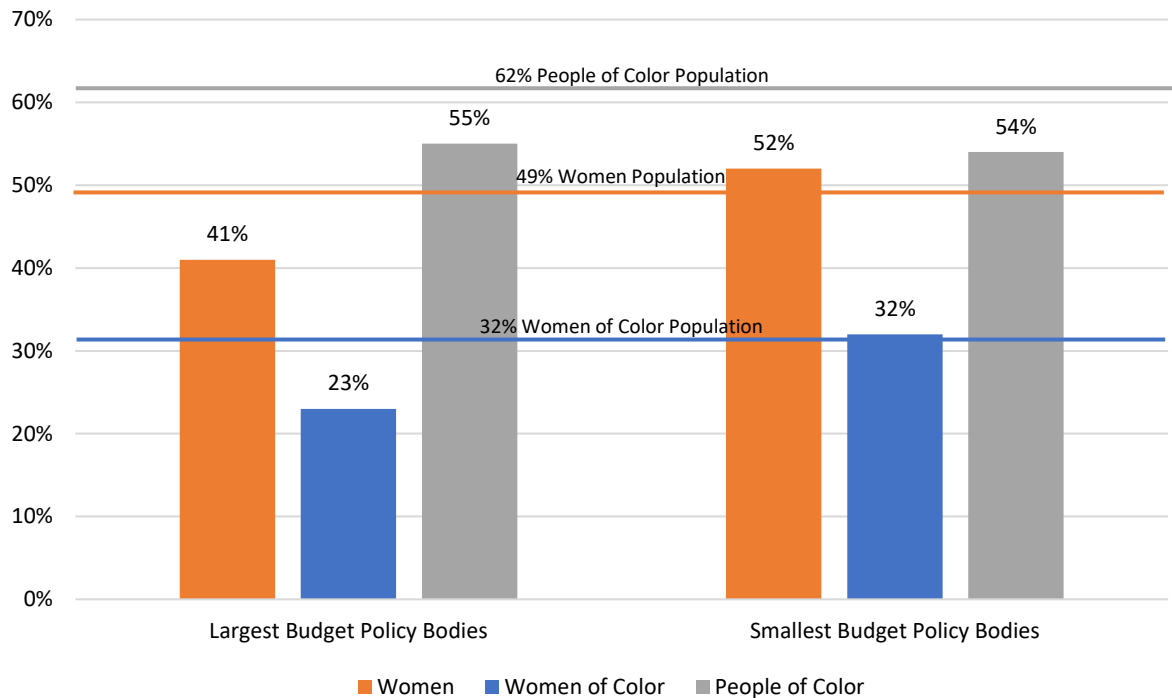
Source: SF DOSW Data Collection & Analysis.

G. Policy Bodies by Budget

This report also examines whether policy bodies with the largest and smallest budget sizes and other characteristics are demographically representative of the San Francisco population. In this section, budget size is used as a proxy for influence. Although this report has expanded the scope of analysis to include more policy bodies compared to previous reports, this section of analysis was limited to Commissions and Boards with decision-making authority and whose members file financial disclosures with the Ethics Commission. The purpose of this analysis is to evaluate the demographics for the spectrum of budgetary influence of policy bodies with decision-making authority in San Francisco.

Overall, appointees from the 10 largest budgeted Commissions and Boards are 55% people of color, 41% women, and 23% women of color. Appointees from the 10 smallest budgeted Commissions and Boards are 54% people of color, 52% women, and 32% women of color. Although still below parity with the San Francisco population, the representation of people of color on both the largest and smallest budgeted policy bodies is greater than the percentage of people of color for all appointees combined (50%). For women and women of color, their representation meets or exceeds parity with the population on the 10 smallest budgeted bodies. However, it falls far below parity for the 10 largest budgeted bodies. The representation of total women and women of color is greater on smaller budgeted policy bodies by 27%, and 39%, respectively.

Figure 20: Percent of Women, Women of Color, and People of Color on Commissions and Boards with Largest and Smallest Budgets in Fiscal Year 2018-2019



Source: SF DOSW Data Collection & Analysis.

Figure 21: Demographics of Commissions and Boards with Largest Budgets, 2019

Body	FY18-19 Budget	Total Seats	Filled seats	Women	Women of Color	People of Color
Health Commission	\$2,200,000,000	7	7	29%	14%	86%
Public Utilities Commission	\$1,296,600,000	5	3	67%	0%	0%
MTA Board of Directors and Parking Authority Commission	\$1,200,000,000	7	7	57%	14%	43%
Airport Commission	\$1,000,000,000	5	5	40%	20%	40%
Commission on Community Investment and Infrastructure	\$745,000,000	5	5	60%	60%	100%
Police Commission	\$687,139,793	7	7	43%	43%	71%
Health Authority (Plan Governing Board)	\$666,000,000	19	15	33%	27%	47%
Human Services Commission	\$529,900,000	5	5	40%	0%	40%
Fire Commission	\$400,721,970	5	5	20%	20%	40%
Aging and Adult Services Commission	\$334,700,000	7	7	43%	14%	57%
Total	\$9,060,061,763	72	66	41%	23%	55%

Source: SF DOSW Data Collection & Analysis.

Figure 22: Demographics of Commissions and Boards with Smallest Budgets, 2019

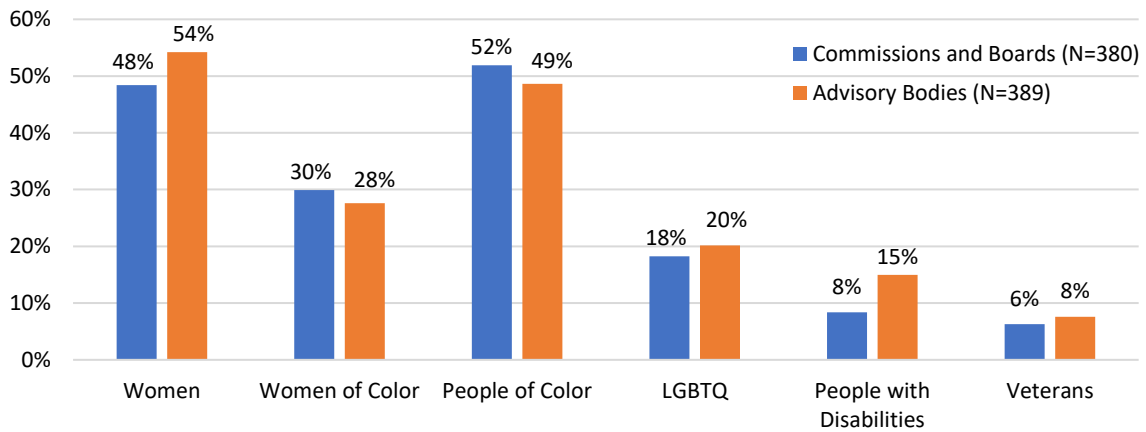
Body	FY18-19 Budget	Total Seats	Filled Seats	Women	Women of color	People of Color
Rent Board Commission	\$8,543,912	10	9	44%	11%	33%
Commission on the Status of Women	\$8,048,712	7	7	100%	71%	71%
Ethics Commission	\$6,458,045	5	4	100%	50%	50%
Human Rights Commission	\$4,299,600	12	10	50%	50%	70%
Small Business Commission	\$2,242,007	7	7	43%	29%	43%
Civil Service Commission	\$1,262,072	5	4	50%	0%	25%
Board of Appeals	\$1,072,300	5	5	40%	20%	40%
Entertainment Commission	\$1,003,898	7	7	29%	14%	57%
Assessment Appeals Board No.1, 2, & 3	\$663,423	24	18	39%	22%	44%
Youth Commission	\$305,711	17	16	56%	44%	75%
Total	\$33,899,680	99	87	52%	32%	54%

Source: SF DOSW Data Collection & Analysis.

H. Comparison of Advisory Body and Commission and Board Demographics

The comparison of the two policy body categories in this section provides another proxy for influence, as Commissions and Boards whose members file disclosures of economic interest have greater decision-making authority in San Francisco than Advisory Bodies whose members do not file economic interest disclosures. The percentages of total women, LGBTQ people, people with disabilities, and veterans are larger for total appointees on Advisory Bodies. However, the percentages of women of color and people of color on Commissions and Boards slightly exceeds the percentages of women of color and people of color on Advisory Bodies.

Figure 23: Demographics of Appointees on Commission and Boards and Advisory Bodies, 2019

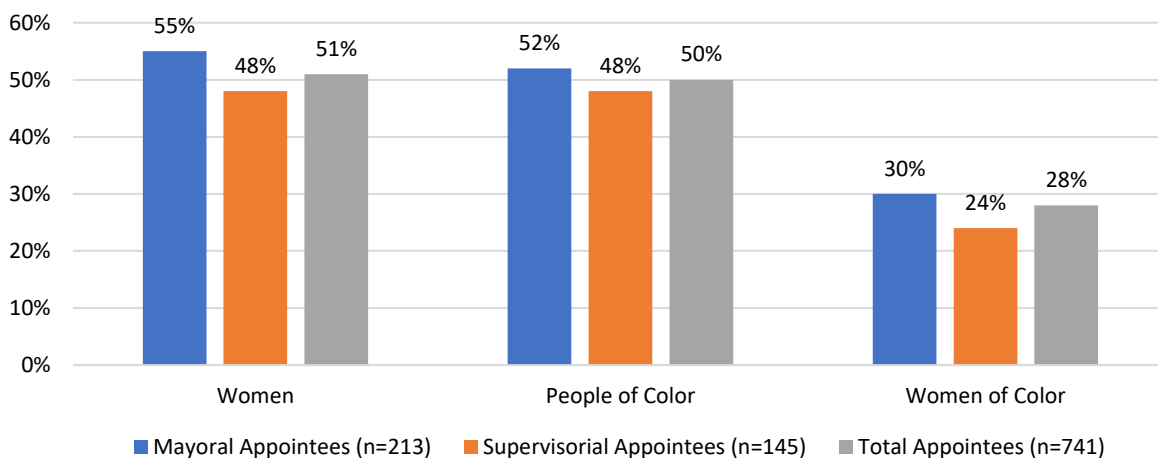


Source: SF DOSW Data Collection & Analysis.

I. Demographics of Mayoral, Supervisorial, and Total Appointees

Figure 24 compares the representation of women, women of color, and people of color for appointments made by the Mayor, Board of Supervisors, and by the total of all approving authorities combined. Mayoral appointments are more diverse, and consist of more women, women of color, and people of color compared to Supervisorial appointments. Mayoral appointments include 55% women, 30% women of color, and 52% people of color, while Supervisorial appointments are 48% women, 24% women of color, and 48% people of color. The total of all approving authorities combined average out at 51% women, 28% women of color, and 50% people of color. This disparity in diversity between Mayoral and Supervisorial appointments may be due in part to the appointment section process for each authority. The 11-member Board of Supervisors only sees applicants for specific bodies through the 3-member Rules Committee or by designees, stipulated in legislation (e.g. “renter,” “landlord,” “consumer advocate”), whereas the Mayor typically has the ability to take total appointments into account during selections, and can therefore better address gaps in diversity.

Figure 24: Demographics of Mayoral, Supervisorial, and Total Appointees, 2019



Source: SF DOSW Data Collection & Analysis.

III. Conclusion

Since the first gender analysis of Commissions and Boards in 2007, the representation of women appointees on San Francisco policy bodies has gradually increased. The *2019 Gender Analysis* finds the percentage of women appointees is 51%, which slightly exceeds the population of women in San Francisco.

When appointee demographics are analyzed by gender and race, women of color continue to be underrepresented on San Francisco policy bodies compared to the San Francisco population. Most notably underrepresented are Asian women who make up 17% of the population but only 11% of appointees, and Latinx women who make up 7% of the population but only 3% of appointees. Additionally, men of color are underrepresented relative to their San Francisco population, primarily Asian and Latinx men.

Furthermore, when analyzing the demographic composition of larger and smaller budgeted Commissions and Boards, women are underrepresented on those with the largest budgets, and overrepresented or reach parity with the population on smaller budgeted Commissions and Boards. These two trends are amplified for women of color appointees. Women comprise 41% of total appointees on the largest budgeted policy bodies, which is 8 percentage points below the population, and women of color comprise 23% of total appointees on the largest budgeted policy bodies, 9 percentage points below their San Francisco population. Comparatively, women are 52% of total appointees on the smallest budgeted policy bodies, and women of color are 32% of appointees, which is equal to the San Francisco population. However, the issue of largest and smallest budgeted policy bodies does not seem to impact the representation of people of color. People of color make up 55% of appointees on the largest budgeted policy bodies and 54% of appointees on the smallest budgeted policy bodies compared to 50% of total appointees. Nonetheless, these percentages still fall below the San Francisco population of people of color at 62%.

In addition to using budget size as a proxy for influence, this report analyzed demographic characteristics of appointees on Commissions and Boards who file disclosures of economic interest and have decision-making authority, and appointees on Advisory Bodies who do not file economic interest disclosures. Over half (54%) of appointees on Advisory Bodies are women, while 48% of appointees on Commissions and Boards are women. Although 48% is only slightly below the San Francisco population of women, women comprise a decently higher percentage of appointees on Advisory Bodies compared to Commissions and Boards.

This year's report features more data on LGBTQ identity, veteran status, and disability than previous gender analyses. The *2019 Gender Analysis* found a relatively high representation of LGBTQ individuals on San Francisco policy bodies. For the appointees that provided LGBTQ identity information, 19% identify as LGBTQ with the largest subset being gay men at 48%. It is recommended for future gender analyses to collect LGBTQ data by race and gender to provide additional intersectional analysis. The representation of appointees with disabilities is 11%, just below the 12% population. Veterans are highly represented on San Francisco policy bodies at 7% compared to the veteran population of 3%.

Additionally, this report evaluates and compares the representation of women, women of color, and people of color appointees by the Mayor, Board of Supervisors, and by the total of all approving authorities combined. Mayoral appointees include 55% women, 30% women of color, and 52% people

of color, which overall is more diverse by gender and race compared to both Supervisorial appointees and total appointees.

This report is intended to advise the Mayor, Board of Supervisors, and other appointing authorities, as they select appointments for policy bodies of the City and County of San Francisco. In spirit of the 2008 City Charter Amendment that establishes this biennial Gender Analysis report requirement and the importance of diversity on San Francisco policy bodies, efforts to address gaps in diversity and inclusion should remain at the forefront when making appointments in order to accurately reflect the population of San Francisco.

IV. Methodology and Limitations

This report focuses on City and County of San Francisco Commissions, Boards, Task Forces, Councils, and Committees that have the majority of members appointed by the Mayor and Board of Supervisors and that have jurisdiction limited to the City. The gender analysis reflects data from the policy bodies that provided information to the Department on the Status of Women through digital and paper survey.

Data was requested from 90 policy bodies and acquired from 84 different policy bodies and a total of 741 appointees. A Commissioner or Board member's gender identity, race/ethnicity, sexual orientation, disability status, and veteran status were among data elements collected on a voluntary basis. Data on lesbian, gay, bisexual, transgender, queer, or questioning (LGBTQ) identity, disability, and veteran status of appointees were incomplete or unavailable for some appointees but are included to the extent possible. As the fundamental objective of this report is to surface patterns of underrepresentation, every attempt has been made to reflect accurate and complete information in this report. Data for some policy bodies was incomplete, and all appointees who responded were included in the total demographic categories. Only policy bodies with full data on gender and race for all appointees were included in sections comparing demographics of individual bodies. It should be noted that for policy bodies with a small number of members, the change of a single individual greatly impacts the percentages of demographic categories. As such, these percentages should be interpreted with this in mind.

The surveyed policy bodies fall under two categories designated by the San Francisco Office of the City Attorney document entitled *List of City Boards, Commissions, and Advisory Bodies Created by Charter, Ordinance, or Statute*.⁸ This document separates San Francisco policy bodies into two different categories. The first category includes Commissions and Boards with decision-making authority and whose members are required to submit financial disclosures with the Ethics Commission, and the second category encompasses Advisory Bodies whose members do not submit financial disclosures with the Ethics Commission. Depending on the analysis criteria in each section of this report, the surveyed policy bodies and appointees are either examined comprehensively as a whole or examined separately in the two categories designated by the Office of the City Attorney.

Data from the U.S. Census 2013-2017 American Community Survey 5-Year Estimates provides a comparison to the San Francisco population. Figures 26 and 27 in the Appendix display these population estimates by race/ethnicity and gender.

⁸ "List of City Boards, Commissions, and Advisory Bodies Created by Charter, Ordinance, or Statute," Office of the City Attorney, <https://www.sfcityattorney.org/wp-content/uploads/2016/01/Commission-List-08252017.pdf>, (August 25, 2017).

Appendix

Figure 25: Policy Body Demographics, 2019⁹

Policy Body	Total Seats	Filled Seats	FY18-19 Budget	Women	Women of Color	People of Color
Abatement Appeals Board	7	7	\$76,500,000	14%	0%	14%
Aging and Adult Services Commission	7	7	\$334,700,000	57%	33%	57%
Airport Commission	5	5	\$1,000,000,000	40%	50%	40%
Arts Commission	15	15	\$37,000,000	67%	50%	60%
Asian Art Commission	27	27	\$30,000,000	63%	71%	59%
Assessment Appeals Board No.1	8	5	\$663,423	20%	0%	20%
Assessment Appeals Board No.2	8	8	-	50%	75%	63%
Assessment Appeals Board No.3	8	4	-	50%	50%	50%
Ballot Simplification Committee	5	4	\$0	75%	33%	25%
Bayview Hunters Point Citizens Advisory Committee	12	9	\$0	33%	100%	67%
Board of Appeals	5	5	\$1,072,300	40%	50%	40%
Board of Examiners	13	13	\$0	0%	0%	46%
Building Inspection Commission	7	7	\$76,500,000	14%	0%	14%
Child Care Planning and Advisory Council	25	19	\$26,841	84%	50%	50%
Children and Families Commission (First 5)	9	8	\$28,002,978	100%	75%	75%
Children, Youth, and Their Families Oversight and Advisory Committee	11	10	\$155,224,346	50%	80%	75%
Citizen's Committee on Community Development	9	8	\$39,696,467	75%	67%	63%
City Hall Preservation Advisory Commission	5	5	\$0	60%	33%	20%
Civil Service Commission	5	4	\$1,262,072	50%	0%	25%
Commission on Community Investment and Infrastructure	5	5	\$745,000,000	60%	100%	100%
Commission on the Aging Advisory Council	22	15	\$0	80%	33%	31%
Commission on the Environment	7	6	\$27,280,925	67%	50%	50%
Commission on the Status of Women	7	7	\$8,048,712	100%	71%	71%
Dignity Fund Oversight and Advisory Committee	11	11	\$3,000,000	82%	33%	45%
Eastern Neighborhoods Citizens Advisory Committee	19	13	\$0	38%	40%	44%
Elections Commission	7	7	\$15,238,360	57%	25%	29%
Entertainment Commission	7	7	\$1,003,898	29%	50%	57%
Ethics Commission	5	4	\$6,458,045	100%	50%	50%
Film Commission	11	11	\$0	55%	67%	50%
Fire Commission	5	5	\$400,721,970	20%	100%	40%
Golden Gate Park Concourse Authority	7	6	\$0	50%	67%	75%

⁹ Figure 25 only includes policy bodies with complete data on gender for all appointees. Some bodies had incomplete data on race/ethnicity of appointees. For these, percentages for people of color are calculated out of known race/ethnicity.

Policy Body	Total Seats	Filled Seats	FY18-19 Budget	Women	Women of Color	People of Color
Health Authority (Plan Governing Board)	19	15	\$666,000,000	33%	80%	50%
Health Commission	7	7	\$2,200,000,000	43%	50%	86%
Health Service Board	7	6	\$11,632,022	33%	0%	50%
Historic Preservation Commission	7	7	\$53,832,000	43%	33%	14%
Housing Authority Commission	7	6	\$60,894,150	50%	100%	83%
Human Rights Commission	12	10	\$4,299,600	60%	100%	70%
Human Services Commission	5	5	\$529,900,000	40%	0%	40%
Immigrant Rights Commission	15	13	\$0	54%	86%	85%
In-Home Supportive Services Public Authority	13	9	\$70,729,667	44%	50%	56%
Juvenile Probation Commission	7	6	\$48,824,199	33%	100%	100%
Library Commission	7	7	\$160,000,000	71%	40%	57%
Local Homeless Coordinating Board	9	9	\$40,000,000	56%	60%	75%
Mayor's Disability Council	11	8	\$0	75%	17%	25%
Mental Health Board	17	15	\$184,962	73%	64%	73%
MTA Board of Directors and Parking Authority Commission	7	7	\$1,200,000,000	57%	25%	43%
Office of Early Care and Education Citizens' Advisory Committee	9	9	\$0	89%	50%	56%
Oversight Board (COII)	7	6	\$745,000,000	17%	100%	67%
Pedestrian Safety Advisory Committee	17	13	\$0	46%	17%	8%
Planning Commission	7	6	\$53,832,000	50%	67%	33%
Police Commission	7	7	\$687,139,793	43%	100%	71%
Port Commission	5	5	\$192,600,000	60%	67%	60%
Public Utilities Citizen's Advisory Committee	17	13	\$0	54%	14%	31%
Public Utilities Commission	5	3	\$1,296,600,000	67%	0%	0%
Public Utilities Rate Fairness Board	7	6	\$0	33%	100%	67%
Public Utilities Revenue Bond Oversight Committee	7	5	\$0	40%	50%	40%
Recreation and Park Commission	7	7	\$230,900,000	29%	50%	43%
Reentry Council	24	23	\$0	43%	70%	70%
Rent Board Commission	10	9	\$8,543,912	44%	25%	33%
Residential Users Appeal Board	3	2	\$0	0%	0%	50%
Retirement System Board	7	7	\$95,000,000	43%	67%	29%
Sentencing Commission	13	13	\$0	31%	25%	67%
Small Business Commission	7	7	\$2,242,007	43%	67%	43%
SRO Task Force	12	12	\$0	42%	25%	55%
Sugary Drinks Distributor Tax Advisory Committee	16	15	\$0	67%	70%	80%
Sunshine Ordinance Task Force	11	11	\$0	27%	67%	36%
Sweatfree Procurement Advisory Group	11	7	\$0	43%	67%	43%
Treasure Island Development Authority	7	6	\$18,484,130	50%	N/A	N/A

Policy Body	Total Seats	Filled Seats	FY18-19 Budget	Women	Women of Color	People of Color
Treasure Island/Yerba Buena Island Citizens Advisory Board	17	13	\$0	54%	N/A	N/A
Urban Forestry Council	15	13	\$153,626	8%	0%	0%
Veterans Affairs Commission	17	11	\$0	36%	50%	55%
War Memorial Board of Trustees	11	11	\$18,185,686	55%	33%	18%
Workforce Community Advisory Committee	8	4	\$0	100%	100%	100%
Youth Commission	17	16	\$305,711	56%	78%	75%

Source: SF DOSW Data Collection & Analysis, 2019.

Figure 26: San Francisco Population Estimates by Race/Ethnicity, 2017

Race/Ethnicity	Total	
	Estimate	Percent
San Francisco County California	864,263	-
White, Not Hispanic or Latino	353,000	38%
Asian	295,347	31%
Hispanic or Latinx	131,949	14%
Some other Race	64,800	7%
Black or African American	45,654	5%
Two or More Races	43,664	5%
Native Hawaiian and Pacific Islander	3,226	0.3%
Native American and Alaska Native	3,306	0.4%

Source: 2017 American Community Survey 5-Year Estimates.

Figure 27: San Francisco Population Estimates by Race/Ethnicity and Gender, 2017

Race/Ethnicity	Total		Female		Male	
	Estimate	Percent	Estimate	Percent	Estimate	Percent
San Francisco County California	864,263	-	423,630	49%	440,633	51%
White, Not Hispanic or Latino	353,000	38%	161,381	17%	191,619	20%
Asian	295,347	31%	158,762	17%	136,585	15%
Hispanic or Latinx	131,949	14%	62,646	7%	69,303	7%
Some Other Race	64,800	7%	30,174	3%	34,626	4%
Black or African American	45,654	5%	22,311	2.4%	23,343	2.5%
Two or More Races	43,664	5%	21,110	2.2%	22,554	2.4%
Native Hawaiian and Pacific Islander	3,226	0.3%	1,576	0.2%	1,650	0.2%
Native American and Alaska Native	3,306	0.4%	1,589	0.2%	1,717	0.2%

Source: 2017 American Community Survey 5-Year Estimates.

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