

City and County of San Francisco  
**HUMAN RIGHTS COMMISSION**

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Executive Director

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**To:** Members, San Francisco Board of Supervisors  
**From:** Sheryl Davis, Executive Director, San Francisco Human Rights Commission  
**Date:** June 26, 2024  
**Subject:** Use of Space at Calvary Hill Community Church

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### Introduction

The San Francisco Human Rights Commission (SFHRC) works in service of the City's anti-discrimination laws to further racial solidarity, equity, and healing. Core to its mission, SFHRC is committed to fostering equity, inclusion, and community engagement. As part of this commitment, we have established a partnership with Calvary Hill Community Church to utilize their space for various programs and activities. This memo outlines the importance and impact of this collaboration through an equity lens, detailing our operating hours, staff availability, and specific uses of the space.

### Importance of Using a Community Anchor

Calvary Hill Community Church serves as a vital community anchor, offering a central and accessible location for the stakeholders SFHRC serves. By situating our programs and activities within this trusted and well-known space, we can:

1. **Enhance Accessibility:** The church's central location ensures that our services are within reach for a diverse array of community members, including those from marginalized and underserved populations.
2. **Foster Trust:** Utilizing a familiar community space helps build trust and rapport with residents, who may feel more comfortable and supported in an environment they know well.
3. **Promote Inclusivity:** The inclusive nature of the church aligns with SFHRC's mission to create welcoming and equitable spaces for all, ensuring that everyone feels valued and heard.
4. **Strengthen Community Ties:** By hosting events and meetings at a community hub, we help strengthen local networks and encourage collaboration among residents, organizations, and the city.

### Programming and Activities

Unlike many other City departments, SFHRC provides direct services for Opportunities for All, Dream Keeper Initiative, youth development and engagement initiatives, and often, community engagement processes on behalf of other city departments. Calvary Hill Community Church will be used to provide the following:

**1. Internship Programming:**

- **Purpose:** SFHRC engages more than 2,100 youth, each summer, through the Opportunities for All (OFA) program, and 100 youth throughout the school year, including the My Brother's and Sister's Keeper Youth Council and MBSK Champions. During the summer, the space may host 100 to 700 interns each day. OFA provides meaningful learning experiences and professional development for interns.
- **Activities:** Daily workshops, training sessions for youth, fellows and senior fellows, project meetings, networking events, mentorship opportunities, and program celebrations (i.e. Kickoff and graduation).
- **Operating Hours:**
  1. **Summer** – Monday to Friday, 9:00 AM - 5:00 PM, some evenings and weekends.
  2. **School Year** – Monday to Friday, 4:30 PM – 7:00 PM, some weekends

**2. Community Meetings:**

- **Purpose:** To engage with community members, gather feedback, and conduct community engagement processes to inform City policies and practices.
- **Activities:** Biannual town hall meetings, multiple monthly community meetings according to HRC divisions (i.e. Community Engagement, DKI, Economic Rights), focus groups, and advisory councils.
- **Operating Hours:** Evenings and weekends, based on community availability and needs.
  1. DKI facilitates a monthly Community Updates Meeting on the third Wednesday of each month, 5:30 PM – 7:00 PM. Additionally, DKI facilitates a monthly Community Accountability Committee meeting on the fourth Wednesday of each month, 5:30 PM – 7:00 PM.

**3. Community Events:**

- **Purpose:** To celebrate cultural diversity, promote social cohesion, and provide educational resources. SFHRC hosts regular community events including Everybody Reads, DKI Dreaming Forward, author talks, Stand Together SF, Economic Justice Forum, and youth engagement events.
- **Activities:** Cultural celebrations, educational workshops, events for youth and families, and recreational activities.
- **Operating Hours:** Variable, including weekends and evenings. SFHRC hosts no less than two events per month.

**4. Community Office Hours:**

- **Purpose:** SFHRC offers direct support and services to community members, including counseling, resource referral, technical assistance and capacity building, and advocacy.
- **Activities:** One-on-one consultations, group sessions, and informational sessions.
- **Operating Hours:** Variable, including weekends and evenings.

1. DKI hosts community office hours during the fourth week of each month, four hours each day, ranging from 10:00 AM – 6:00 PM.

#### 5. **General Staffing**

- o **Purpose:** Utilizing the space for day-to-day operations to ensure the effective functioning of the SFHRC. Currently the SFHRC has 22 staff members who provide direct services to community members, but who do not have adequate workspaces. Due to the nature of the SFHRC’s work, it is necessary that staff have suitable workspaces where they can be accessible to community members and effectively perform their job duties. Currently the department does not have enough office space to accommodate the current and incoming staff.

### **Staff Availability**

Our dedicated staff is committed to serving the community with the following availability:

- **Opportunities for All Team:** Available Monday to Friday, 8:00 AM - 5:00 PM, with flexible hours to accommodate evening and weekend activities.
- **Community Liaisons:** Available during general office hours, 8:00 AM – 5:00 PM, community meetings and events, with flexible hours to accommodate evening and weekend activities.
- **Counselors and Advocates:** Available during office hours, 8:00 AM – 5:00 PM, with some flexibility for appointments outside standard hours based on community needs.

### **Conclusion**

The San Francisco Human Rights Commission’s use of Calvary Hill Community Church exemplifies our dedication to equity, community engagement, growing community trust, and being accessible to the community we serve. By providing a central and trusted space, in close proximity, for our programs and services, we are better equipped to meet the needs of the community and promote a more inclusive and equitable San Francisco.

We appreciate the support and collaboration of all community members and partners in making this initiative a success.

Yours sincerely,



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