

File No. 190670

Committee Item No. 2

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date June 10, 2019

Board of Supervisors Meeting

Date \_\_\_\_\_

### Cmte Board

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

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young Date June 6, 2019

Completed by: Victor Young Date \_\_\_\_\_



Board of Supervisors  
 City and County of San Francisco  
 1 Dr. Carlton B. Goodlett Place, Room 244  
 (415) 554-5184 FAX (415) 554-5163

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Child Care Planning & Advisory Council (CPAC)

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

Name: Elizabeth Winograd

[Redacted] Zip: 94117

Occupation: Early Care & Education

Work Phone: 415-489-6127 Employer: Low Income Investment Fund

Business Address: 50 California Street SF CA Zip: 94111

Business E-Mail: ewinograd@liifund.org Home E-Mail: [Redacted]

**Pursuant to Charter, Section 4.101(a)(2), Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Resident of San Francisco: Yes  No  If No, place of residence: \_\_\_\_\_

Registered Voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

**Pursuant to Charter, Section 4:101(a)(1), please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I have twenty years of non-profit experience that has focused on community, family, and individual empowerment, with an emphasis on serving those living in underserved communities.

**Business and/or professional experience:**

Currently, I work for the Low Income Investment fund, Child Care Facilities Fund (CCFF) as a Senior Program Officer. CCFF is a public-private collaboration that uses flexible capital, one-on-one technical assistance and group trainings to expand and improve both center- and family-based child care in the City and County of San Francisco.

Prior to my work at the Low Income Investment Fund, I consulted for Success Center San Francisco; a growing non-profit organization focused on empowering youth through education and employment and enabling them to smoothly transition into adulthood. After my contract ended with Success Center San Francisco, I wanted to continue to be a part of this important and became a Board Director.

**Civic Activities:**

I have been an advocate for children for as long as I can remember and volunteer my time to make sure every child in San Francisco receives the highest quality education and services. I have volunteered my time on a couple of campaigns, I have also volunteered for events in my community. I have also volunteered my time for several SF organizations preparing and serving meals.

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

Appointments confirmed by the Board of Supervisors require an appearance before the Rules Committee. Once your application is received, the Rules Committee Clerk will contact you when a hearing is scheduled. *(Please submit your application 10 days before the scheduled hearing.)*

Date: 4/8/2019    Applicant's Signature: (required) Elizabeth Winograd

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

Member, Board of Supervisor  
District 5



City and County of San Francisco

**Vallie Brown**

June 3, 2019

Dear Colleagues,

I'm writing to appoint Elizabeth Winograd to the Child Care Planning and Advisory Council (CPAC). Having worked with children, families and the programs that directly impact them for over 20 years, Elizabeth is exceptionally well-qualified for the vacancy on CPAC.

Elizabeth has always been focused on securing the highest quality education and services for children and families. During her career, she has worked both locally and regionally on policy driven campaigns, initiatives and in the non-profits sector advancing policies that support these efforts.

Currently, Elizabeth is the Senior Program Officer with the Child Care Facilitates Fund and Low Income Investment Fund, where she advocates and develops the operations of licensed child care centers and family child care centers. In this role, she is responsible for providing direct support to child care providers and working with providers to address child care facility issues.

Elizabeth is particularly well situated for the vacancy on CPAC because of her experience working with children from diverse cultural and economic backgrounds from around the Bay Area and right here in the heart of District 5. She is well-versed in issues and policies that impact the development of affordable and accessible early care and education programs. She has experience in all the areas that CPAC works in: advocacy, policy, and identifying funding sources for child care and educational programs.

It is for the above reasons that I feel Elizabeth is an exceptional candidate for appointment to the Child Care and Advisory Council. Should you have any questions regarding this letter of nomination, please reach out to my office by phone at: (415) 554-7630 or by email at: [brownstaff@sfgov.org](mailto:brownstaff@sfgov.org).

Sincerely,

Vallie Brown

A handwritten signature in black ink that reads "Vallie Brown".

Supervisor, District 5  
City and County of San Francisco

This form and an attached applicant statement (see below) must be received by Licette Montejano, CPAC Coordinator, c/o OECE 1650 Mission Street, Suite 312 San Francisco, CA 94103  
P: (415) 355-3673 E: CPACsanfrancisco@gmail.com

Name: Elizabeth Winograd

Address (circle work or home): 50 California Street SF CA

Zip Code: 94111

Phone (day time): 

Fax: \_\_\_\_\_

Phone (evening): 

E-mail: 

Applicants for CPAC must work or live in San Francisco County, and should exhibit:

- 1) A strong commitment to advocating for increased quality child care services;
- 2) An ability to make information-based decisions; and
- 3) Excellent leadership skills.

Child Care Planning and Advisory Council member's duties include:

1. Participation in one orientation and/or retreat per year;
2. Attendance at a minimum of eight CPAC meetings per year (CPAC meets monthly);
3. Participation in at least one CPAC committee (committees typically meet monthly);
4. Thoughtful and consistent response to concerns of the Board of Supervisors, Board of Education, Superintendent of Schools, parents, ECE and OST providers, and the general public;

Check ALL categories you believe you are qualified for nomination. See reverse side for description of categories.

- Child Care Consumer       Child Care Provider  
 Community Representative       Public Agency Representative       Discretionary

The Child Care Planning and Advisory Council has a strong commitment to ensuring geographical, ethnic, and gender diversity on CPAC. Please complete the following:

What neighborhood or district of San Francisco do you work? 3

What neighborhood or district of San Francisco do you live? 5

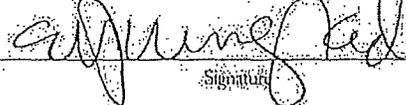
- Do you identify as:       Male       Female  
 White/Caucasian       African-American       Hispanic/Latino Origin       Asian/Pacific Islander  
 Native American/American Indian       Other: \_\_\_\_\_       Decline to state

Are you a member any of the following groups: lesbian, gay, bisexual, transgender?       Yes       No       Decline to state

**APPLICATION STATEMENT:**

On a separate page, attached to this form, please explain in your own words your qualifications for serving on the Child Care Planning and Advisory Council. Describe your community, professional, or personal experiences that enable you to provide leadership and work collaboratively with diverse groups of people. Please list specific contributions you would make to work of CPAC. We are unable to accept statements longer than ONE 8 1/2 x 11 typed page or two handwritten pages or applications without signature and date below. If you have questions, please call (415) 355-3673 to speak with Licette Montejano, CPAC Coordinator.

I understand that this application will be processed as described on the reverse side, and does not guarantee me a position on Child Care Planning and Advisory Council, and that I will be informed of my status during the process.

  
Signature

1-16-19  
Date

CPAC's mission is to create and drive the child care and early education agenda to meet the needs of children birth to age 12 and their families in



## **Qualifications for serving on the Child Care Planning and Advisory Council**

I'm honored to have been asked to submit an application to become a member of the San Francisco Child Care Planning and Advisory Council. As a 5-year participant of the CPAC Legislation and Policy committee, I bring extensive knowledge of the local and state political environment. My 20 years of experience in the early childhood education field demonstrates both my leadership ability and my willingness to work collaboratively with diverse groups of stakeholders. I've also worked in direct service, programs and public policy, which gives me the well-rounded experience in ECE needed to advise our local elected officials and city agencies on ECE issues.

I believe my relationships, skills, and experience in San Francisco would be an asset to CPAC and our broader ECE community. Not only have I attended CPAC meetings for many years and provided guidance related to child care facilities development and financing, I have also worked on the recent 2017 Prop C and other related ECE campaigns for the past ten years in San Francisco to bring better services and more opportunities to San Francisco youngest residents. I have professional relationships with several San Francisco Supervisors, and I have a life time commitment to making sure the youngest children in San Francisco have the opportunity to receive the highest quality early education.

If selected to serve on the Advisory Council, I would be a full participant in monthly meetings and other gatherings. I would be proud to serve San Francisco in building a better future for our youngest residents.

San Francisco  
BOARD OF SUPERVISORS

Date Printed: October 11, 2017

Date Established: November 20, 1995

Active

**CHILD CARE PLANNING AND ADVISORY COUNCIL 2003**

**Contact and Address:**

Anthony Tyson  
1650 Mission Street  
Suite 312  
San Francisco, CA 94103

Phone: (415) 355-3673

Fax:

Email: [anthony.tyson@sfgov.org](mailto:anthony.tyson@sfgov.org)

**Authority:**

Administrative Code, Article XX, Section 5.200; Administrative Code, Section 10.100-367; and California Education Code, Section 8499.3-8499.7 (Ordinance Nos. 362-95, 118-99, 192-99, 31-00, 6-03, and 49-10)

**Board Qualifications:**

The Child Care Planning and Advisory Council consists of twenty-five (25) members. The Board of Supervisors appoints twelve (12) members: one (1) nominated by each individual member of the Board, and approved by the full Board; and one (1) nominated by the President of the Board. The Board of Education or County Superintendent of Schools, if the Board of Education delegates the appointment power to him/her, shall also appoint twelve (12) members. One (1) member shall be jointly appointed by the Board of Supervisors and the Board of Education, or the County Superintendent of Schools, if the Board of Education delegates the appointment power to him/her.

The members appointed by the Board of Supervisors shall be representative of the following categories:

- A) "Consumers" - Parents, guardians or caretakers with varied income levels who use child care and/or early education services, including but not limited to clients of publicly subsidized programs such as CalWORKS, and other child care programs funded through the San Francisco Human Services Agency, the California Department of Education, Head Start or Preschool for All;
- B) "Child Care Providers" - Private and subsidized child care providers including, but not limited to, from a private center, from a family day care home, a Title 5 program, a school age program, from a Head Start center and from a Preschool for All site;

San Francisco  
BOARD OF SUPERVISORS

- C) "Discretionary" - Representatives of the public at-large and/or representatives from any of the other categories, or outside of these categories at the discretion of the appointing agencies;
- D) "Community Representatives" - Parent advisory councils of public and private child care programs; associations of child care providers, family child care providers and Head Start; City College of San Francisco, San Francisco State University, public interest organizations including, but not limited to, the Child Care Law Center, Low Income Investment Fund community organizations, members of labor organizations and local businesses that fall within the definition of "community representative" as described in Subsection (d)(1) (B) and other community and public agency representatives that deal with child care; and
- E) "Public Agency Representatives" - Representative from two of the following agencies: the Department of Children, Youth and Their Families, Human Services Agency, San Francisco Children and Families Commission, Community Care Licensing, Department of Public Health, Recreation and Park Department, Mayor's Office of Community Investment and San Francisco Housing Authority, or other entities.

The Council is established to advise the Board of Supervisors, the Mayor, the San Francisco Children and Families Commission and, with their consent, the Board of Education and the Superintendent of Schools about child care issues. The Council will serve as a representative advisory and planning body to maintain, expand and improve local child care services. The Council will provide links between government and the community, and will work to maximize the amount and impact of local state, federal and private resources and funding for child care in San Francisco. Powers and Duties are outlined in Administrative Code, Section 5.200.

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

Reports: None referenced.

Compensation: Upon approval by the Council, each member who is not otherwise compensated to attend meetings may receive a stipend of no more than \$50 per meeting, not to exceed \$600 annually, exclusively from funds provided to the Council by the State of California.

Sunset date: None referenced.

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-5184  
Fax No. (415) 554-5163  
TDD/TTY No. (415) 554-5227

## VACANCY NOTICE

### CHILD CARE PLANNING AND ADVISORY COUNCIL (CPAC)

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, Kelly Dotson, term expiring September 14, 2020, must be a nominee of the District 1 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

**Seat 2**, Karin Little, term expiring March 19, 2019, must be a nominee of the District 2 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2022.

Seat 3, succeeding Easter Calvit, term expiring March 19, 2021, must be a nominee of the District 3 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

Seat 4, succeeding Matt Pemberton, term expiring March 19, 2021, must be a nominee of the District 4 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

Seat 5, succeeding Gretchen Ames, term expiring March 19, 2021, must be a nominee of the District 5 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

**Seat 6**, Beverly Melugin, term expiring March 19, 2019, must be a nominee of the District 6 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2022.

Seat 7, Mona Malan, term expiring September 14, 2020, must be a nominee of the District 7 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

**Seat 8**, Fonda Davidson, term expiring March 19, 2019, must be a nominee of the District 8 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 22, 2022.

Seat 9, succeeding Mario Paz, term expiring March 19, 2021, must be a nominee of the District 9 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

**Seat 10**, Nur Jehan Khaliq, term expiring March 19, 2019, must be a nominee of the District 10 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2022.

Seat 11, Claudia Quiñonez, term expiring September 14, 2020, must be a nominee of the District 11 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

Seat 12, succeeding Graham Dobson, term expiring March 19, 2021, must be a nominee of the President of the Board of Supervisors and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term.

**Seat 13**, Laura Moye, term expiring March 19, 2019, must be jointly appointed by the Board of Supervisors and the Board of Education, or the County Superintendent of Schools, if the Board of Education delegates the appointment power to her/him, for a three-year term ending March 19, 2022.

***The following seat qualification categories are available:***

- ***Three (3) "Consumer"***
- ***Three (2) "Child Care Provider"***
- ***One (1) "Community Representative"***
- ***One (1) "Public Agency Representative"***

**Seat Qualification Definitions:** Pursuant to San Francisco Administrative Code, Section 5.200(e), and California Education Code, Section 8499.3, the membership of the Child Care Planning and Advisory Council requires a percentage balance of the overall membership consisting of members from each of the following categories:

- (i) **Consumers:** The list of qualified individuals for nomination and appointment may include members of the following: parents, guardians, or caretakers with varied income levels who use child care and/or early education services, including but not limited to clients of publicly subsidized programs, such as CalWORKS, and other child care programs funded through the San Francisco Human Services Agency, California Department of Education, Head Start, or Preschool for All (20% or five members).
- (ii) **Child Care Providers:** The list of qualified individuals for nomination and appointment must include a representative from Head Start, and may include members of the following: private and subsidized child care providers, including but not limited to private centers and family day care homes, a Title 5 program, a school age program, Head Start, or Preschool for All (20% or five members).
- (iii) **Discretionary:** The list of qualified individuals for nomination and appointment must include a representative from one of the County's resource and referral agencies and may include members of the following: the public at large and/or any of the other categories, or outside of these categories at the discretion of the appointing agencies (20% or five members).
- (iv) **Community Representatives:** The list of qualified individuals for nomination and appointment may include members of the following: parent advisory councils of public and private child care programs; associations of child care providers; family child care providers, and Head Start; City College of San Francisco, San Francisco State University, or public interest organizations, including but not limited to the Child Care Law Center, Low Income Investment Fund community organizations, members of labor organizations, and local businesses that fall within the definition of "community representative," as described in San Francisco Administrative Code, Section (e)(1)(B); and other community and public agency representatives that deal with child care (20% or five members).
- (v) **Public Agency Representatives:** The list of qualified individuals for nomination and appointment must include representatives from two of the following agencies: Department of Children, Youth, and Their Families, Human Services Agency, San Francisco Children and Families Commission, Community Care Licensing, Department of Public Health, Recreation and Park Department, Mayor's Office of Community Investment, San Francisco Housing Authority, or other entities (20% or five members).

Reports: None.

Sunset Date: None.

Additional information related to the Child Care Planning and Advisory Council may be obtained by reviewing San Francisco Administrative Code, Section 5.200, at

<http://www.sfbos.org/sfmunicodes> or California Education Code, Sections 8499.3-8499.7, at <http://leginfo.legislature.ca.gov/> or by visiting the Advisory Council's website at <http://sfcpac.org/>.

Half of the Advisory Council members are appointed by the Board of Supervisors and half are appointed by the San Francisco Board of Education. Applicants interested in a seat on the Advisory Council, including those appointed by the Board of Education, may contact Tony Tyson, CPAC Coordinator, at [anthony.tyson@sfgov.org](mailto:anthony.tyson@sfgov.org) for current information on seat qualifications and vacancies.

Interested persons may obtain an application from the Board of Supervisors website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be residents of San Francisco, unless otherwise stated.

**Next Steps:** Applicants who are nominated by a Supervisor and meet minimum qualifications will be contacted by the Rules Committee Clerk once the Chair of the Rules Committee determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the hearing and applicants may be asked to state their qualifications. The appointment(s) of 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 Advisory Council is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-5184.*

*Further Note: Additional seats on this body may be available through other appointing authorities, including the Board of Education.*

Angela Calvillo  
Clerk of the Board

DATED/POSTED: December 26, 2018

## Young, Victor (BOS)

---

**Subject:** FW: my role with CPAC and the Ad Hoc committee

**From:** Gretchen Ames <games@felton.org>  
**Sent:** Wednesday, February 13, 2019 4:01 PM  
**To:** Dobson, Graham (HSA) <Graham.Dobson@sfgov.org>  
**Cc:** Montejano, Licette (HSA) <licette.montejano@sfgov.org>  
**Subject:** RE: my role with CPAC and the Ad Hoc committee

Thanks for helping me think this through, Graham- I very much appreciate your guidance! I do hate to step away from CPAC right now, especially because I LOVE working with Licette so much and have been so stoked she has come on board, but I totally agree that it's best for CPAC to have consistency, so I officially resign. (I will keep the general meetings on my calendar and will participate as I can, but CPAC needs people who can participate consistently.) I hope to be able to rejoin as a member again in the not-so-distant future!

Much love and in solidarity,

~g

Gretchen Ames, EdD | *Education Director*  
**Felton's Early Care and Education Programs**  
**Children, Youth, Family & Transitional Age Youth Services**  
Felton Institute | Family Service Agency of San Francisco  
2730 Bryant Street, 1st Floor San Francisco CA 94110  
p: 415. 282-1090 x 721 | f: 415. 648.1098 | c: 415. 819-6726  
e: [games@felton.org](mailto:games@felton.org) | w: [www.felton.org](http://www.felton.org)

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