

File No. 141215

Committee Item No. 5

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

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date January 15, 2015

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

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| <input checked="" 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 checked="" 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                                 |
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| <input type="checkbox"/>            | <input type="checkbox"/> | Form 126 - Ethics Commission                 |
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| <input type="checkbox"/>            | <input type="checkbox"/> | Vacancy Notice                               |
| <input type="checkbox"/>            | <input type="checkbox"/> | Information Sheet                            |
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OTHER (Use back side if additional space is needed)

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Youth Commission Recommendation, dtd 12/13/14</u> |
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Completed by: Alisa Somera Date January 9, 2015

Completed by: \_\_\_\_\_ Date \_\_\_\_\_

1 [Administrative Code - Children, Youth and Their Families Oversight and Advisory Committee  
2 and Service Provider Working Group]

3 **Ordinance amending the Administrative Code to create a Children, Youth and Their**  
4 **Families Oversight and Advisory Committee, and a Service Provider Working Group, as**  
5 **provided in Charter, Section 16.108-1.**

6 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.  
7 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
8 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.  
9 **Board amendment additions** are in double-underlined Arial font.  
10 **Board amendment deletions** are in ~~strikethrough Arial font~~.  
11 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
12 subsections or parts of tables.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. The Administrative Code is hereby amended by adding Sections 2A.233  
15 and 2A.234, to read as follows:

16 **SEC. 2A.233. CHILDREN, YOUTH AND THEIR FAMILIES OVERSIGHT AND ADVISORY**  
17 **COMMITTEE.**

18 *(a) Purpose. As provided in Charter Section 16.108-1, there shall be a Children, Youth and*  
19 *Their Families Oversight and Advisory Committee ("Oversight and Advisory Committee" or*  
20 *"Committee") to review the governance and policies of the Department of Children, Youth and Their*  
21 *Families ("DCYF"), and to take steps to ensure that the Children and Youth Fund ("Fund") is*  
22 *administered in a manner accountable to the community.*

23 *The Oversight and Advisory Committee replaces the Children's Fund citizens advisory*  
24 *committee formerly established by Charter Section 16.108(n) as adopted by the voters in*  
25 *November 2000. Subsection (n) was repealed and the advisory committee terminated by operation of*  
*law upon the adoption of Proposition C by the voters in November 2014.*

1           (b) Duties and Functions. The Oversight and Advisory Committee shall carry out the following  
2 duties and functions, some of which are specified in Charter Section 16.108-1, and some of which are  
3 not specified by Charter but adopted by ordinance under the authority provided in Section 16.801-1:

4           (1) The Oversight and Advisory Committee shall develop recommendations for DCYF  
5 regarding outcomes for children and youth services, the evaluation of services, common data systems,  
6 processes for making funding decisions, program improvement and capacity-building of service  
7 providers, community engagement in planning and evaluating services, leveraging dollars of the Fund  
8 and the use of the Fund as a catalyst for innovation.

9           (2) The Oversight and Advisory Committee shall promote transparency for the Fund  
10 and its processes.

11           (3) Pursuant to Charter Section 16.108, the Oversight and Advisory Committee shall  
12 review and approve the planning process for the Children and Youth Fund Community Needs  
13 Assessment (“CNA”) and final CNA, the Services and Allocation Plan (SAP), and the annual Data and  
14 Evaluation Report.

15           (4) The Oversight and Advisory Committee shall review and approve DCYF’s overall  
16 annual budget expenditures (including the approval of grants as a package, work orders, supplemental  
17 funds, and add-back funds), and shall conduct a mid-year budget review each year to prepare for the  
18 following year’s budget process. The Committee shall review best practices developed or identified by  
19 DCYF and its Director for the grant-making process, including add-back and supplemental funding,  
20 and for interdepartmental work orders. These practices shall be designed to promote, among other  
21 things, transparency and accountability in the grant-making process and coordination with the  
22 Children and Youth Fund SAP and CNA.

23           (5) The Oversight and Advisory Committee shall participate in the evaluation of the  
24 Director of DCYF and assist in recruitment for the Director when the position is vacant, and may  
25 recommend candidates to the Mayor for appointment.

1                   (6) The Oversight and Advisory Committee shall establish and maintain a Service  
2 Provider Working Group as provided in Charter Section 16.108-1 and Administrative Code  
3 Section 2A.234.

4                   (7) The Oversight and Advisory Committee shall confer with the Director of DCYF at  
5 least once a year on DCYF's effectiveness and impact.

6                   (c) Meetings. The Oversight and Advisory Committee shall meet at least six times each  
7 calendar year. Any member who fails to attend at least half of the meetings in a calendar year shall be  
8 deemed to have resigned from the Committee.

9                   (d) Composition. As provided in Charter Section 16.108-1, the Mayor shall appoint members  
10 for Seats 1, 2, 3, 4, 5, and 6 on the Oversight and Advisory Committee; the Board of Supervisors shall  
11 appoint members for Seats 7, 8, 9, 10, and 11 on the Committee. The Mayor's appointments shall take  
12 effect 30 days after transmittal of the Mayor's notice of appointment to the Board of Supervisors. The  
13 Board of Supervisors shall hold a public hearing on each of the Mayor's appointees to the Committee.

14                   If a vacancy occurs in any seat on the Committee, the appointing authority for the vacated seat  
15 shall appoint a successor.

16                   (e) Qualifications of Members. Members of the Oversight and Advisory Committee shall  
17 possess the following qualifications:

18                   Seat 1: A youth 19 years old or younger at the time of appointment for the term,  
19 recommended to the Mayor by the Youth Commission. Because this Committee member may be  
20 younger than 18 years at the time of appointment, this member is not subject to the requirement of  
21 Charter Section 4.101(a)(2) that members be electors of the City and County unless and until the  
22 member reaches the age of 18 years.

23                   Seat 2: The same qualifications as for Seat 1.

24                   Seat 3: A parent of a youth, which youth, at the time of the member's appointment for  
25 the term, is under the age of 18 years and enrolled in the San Francisco Unified School District. This

1 Committee member shall have demonstrated commitment to improving access to and quality of services  
2 for children, youth, and families.

3 Seat 4: A person with expertise or substantial experience working in services and  
4 programs for children ages 5 and younger.

5 Seat 5: A person with expertise or substantial experience working in the field of  
6 children and youth services in communities that are low-income or underserved.

7 Seat 6: A person who has demonstrated commitment to improving access and quality of  
8 services for children, youth, and families in communities that are low-income or underserved.

9 Seat 7: A person who is a Disconnected Transitional-Aged Youth, as that term is used in  
10 Charter Section 16.108, 18 through 24 years of age at the time of appointment, and who is familiar  
11 with the issues and challenges faced by Disconnected Transitional-Aged Youth and with services,  
12 programs, and systems for them.

13 Seat 8: A parent of a child, which child is enrolled in kindergarten through 8<sup>th</sup> grade at  
14 the time of the member's appointment for the term. This Committee member shall be from a low-  
15 income community or have expertise or substantial experience working to promote the interests of  
16 communities of color and shall have demonstrated a commitment to improving access and quality of  
17 services for children, youth, and families.

18 Seat 9: A parent of a child, which child, at the time of the member's appointment for the  
19 term, is under the age of 5 years and enrolled in a publicly-subsidized or City-funded program. This  
20 Committee member shall have demonstrated a commitment to improving access and quality of services  
21 for children, youth, and families.

22 Seat 10: A person with expertise or substantial experience working in the field of  
23 children and youth services in communities that are low-income or underserved.

24 Seat 11: A person who has demonstrated commitment to improving access to and  
25 quality of services for children, youth, and families.

1 In addition to the stated qualifications for each seat on the Committee, current City employees  
2 or current employees or members of the boards of directors of DCYF-funded organizations may not  
3 serve as members of the Oversight and Advisory Committee. For purposes of this subsection (e), a  
4 part-time intern with a DCYF-funded organization who is 24 years old or younger shall not be  
5 considered an employee of that organization.

6 (f) Timing of Appointments; Measuring Terms; First Meeting. The Mayor and the Board of  
7 Supervisors shall appoint the initial members of the Committee by July 1, 2015. The appointing  
8 authorities are encouraged to make their respective application processes as open and transparent as  
9 possible.

10 The terms of the initial appointees shall commence on the date of the first meeting of the  
11 Committee, which may occur when at least eight members have been appointed, and no later than  
12 July 1, 2015. Terms of Committee members shall be measured from the date of the first Committee  
13 meeting.

14 (g) Term Limits. Members may not serve more than two consecutive two-year terms, except  
15 that the members initially appointed to Seats 1, 3, 5, 7, 9, and 11, while remaining eligible to serve a  
16 consecutive second-two year term, shall serve for a first term of three years. For the purpose of these  
17 term limits, serving more than half of a term shall count as serving a full term on the Committee.

18 (h) Committee Operations. At its first meeting, which, as subsection (f) states, shall be no later  
19 than July 1, 2015, the Oversight and Advisory Committee shall select a Chair and Vice-Chair.  
20 Thereafter, the Oversight and Advisory Committee shall adopt bylaws governing its meetings and  
21 operations.

22 (i) Staffing. DCYF shall provide sufficient staffing for the Oversight and Advisory Committee  
23 and the Service Provider Working Group referenced in Section 2A.234. The Youth Commission shall  
24 provide support to the Committee members in Seats 1, 2, and 7 in areas such as training in city  
25 government operations, policy analysis and development, and public outreach.

1 **SEC. 2A.234. SERVICE PROVIDER WORKING GROUP.**

2 (a) Purpose. Pursuant to Charter Section 16.108-1, the Children, Youth and Their Families  
3 Oversight and Advisory Committee ("Oversight and Advisory Committee" or "Committee") shall  
4 create a Service Provider Working Group ("SP Working Group" or "Working Group"). The purpose  
5 of the SP Working Group shall be to advise the Committee on funding priorities, policy development,  
6 the planning cycle, evaluation design and plans, and any other issues of concern to the SP Working  
7 Group related to the Children and Youth Fund ("Fund") established in Charter Section 16.108, or the  
8 responsibilities of the Department of Children Youth and Their Families ("DCYF") or other  
9 departments receiving monies from the Fund.

10 (b) Membership and Meetings. The SP Working Group shall have at least 10 members. The  
11 Working Group shall engage a broad cross-section of service providers in providing information,  
12 education, and consultation to the Committee. All members of the Working Group shall be persons  
13 actively providing services to children, youth, and their families during the members' service on the  
14 SP Working Group. The Working Group shall meet at least four times each year.

15 The SP Working Group shall include members who are service providers who currently receive  
16 funding from DCYF, service providers who have never received funding from DCYF but currently  
17 provide services for children and youth, and service providers who have received funding from DCYF  
18 in the past and who currently provide services for children and youth. In addition, the Working Group  
19 shall include members with expertise or experience in the various funding areas identified in DCYF's  
20 most recent Services and Allocation Plan as provided in Charter Section 16.108(i)(2).

21 (c) Governance. By September 1, 2015, the Oversight and Advisory Committee shall appoint  
22 an initial chair and vice-chair for the SP Working Group who shall be responsible for developing its  
23 structure and facilitating its meetings. The chair and the vice-chair appointed by the Oversight and  
24 Advisory Committee shall serve two-year terms in those positions. Thereafter, upon the expiration of  
25

1 each of these terms as chair and vice-chair, the Working Group shall elect succeeding chairs and  
2 vice-chairs.

3 The SP Working Group shall have its first meeting by December 1, 2015. Thereafter, the  
4 Working Group shall adopt bylaws governing its meetings and operations. Meetings of the SP Working  
5 Group shall be open to the public and conducted in a manner to encourage widespread participation.

6  
7 Section 2. Effective Date. This ordinance shall become effective 30 days after  
8 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
9 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
10 of Supervisors overrides the Mayor's veto of the ordinance.

11  
12  
13 APPROVED AS TO FORM:  
14 DENNIS J. HERRERA, City Attorney

15  
16 By:   
17 THOMAS J. OWEN  
18 Deputy City Attorney

19  
20  
21  
22 n:\legana\as2014\1500268\00976269.doc



**REVISED LEGISLATIVE DIGEST**

(12/9/2014, Substituted)

[Administrative Code - Children, Youth and Families Oversight and Advisory Committee and Service Provider Working Group]

**Ordinance amending the Administrative Code to establish a Children, Youth and Their Families Oversight and Advisory Committee, and a Service Provider Working Group, as provided in Charter, Section 16.108-1.**

Existing Law

Charter Section 16.108-1, adopted by the voters as part of Proposition C at the November 2014 election, establishes a Children, Youth and Their Families Oversight and Advisory Committee (“Oversight and Advisory Committee”) to review the governance and policies of the Department of Children, Youth and Their Families (“DCYF”), to monitor and participate in the administration of the Children and Youth Fund as provided in Charter Section 16.108 (“Fund”), and to take steps to ensure that the Fund is administered in a manner accountable to the community.

The Charter assigns a number of duties to the Oversight and Advisory Committee, including:

- developing recommendations for DCYF and the administration of the Fund in areas such as goals for children and youth services, evaluation of services, and community engagement;
- promoting transparency in the administration of the Fund;
- participating in the evaluation of the Director of DCYF, and assisting in recruitment for the Director when the position is vacant; and,
- establishing and maintaining a Service Provider Working Group.

In addition, under Charter Section 16.108, the Oversight and Advisory Committee has some substantive powers over the administration of the Fund. The Committee must approve the planning process for the Fund’s Community Needs Assessment (“CNA”) and the final CNA, the Services and Allocation Plan, and DCYF’s overall spending plan.

Charter Section 16.108-1 provides that the Oversight and Advisory Committee shall have eleven members. The Mayor shall appoint six members and the Board of Supervisors shall appoint five members. The Mayor and the Board of Supervisors shall appoint the initial members of the Committee by July 1, 2015.

Charter Section 16.108-1 also provides that the Oversight and Advisory Committee shall create a Service Provider Working Group (“Working Group”) to advise the Oversight and

Advisory Committee on funding priorities, policy development, the planning cycle, evaluation design and plans, and any other issues of concern to the Working Group related to the Fund or the responsibilities of DCYF or other departments receiving monies from the Fund. The Oversight and Advisory Committee shall appoint an initial chair and vice-chair of the Working Group, who shall be responsible for developing the structure of the Working Group and facilitating the meetings.

Finally, Charter Section 16.108-1 provides that the Board of Supervisors shall further provide by ordinance for the membership, structure, functions, appointment criteria, terms and support of the Oversight and Advisory Committee. The Board of Supervisors shall adopt such legislation to be effective by July 1, 2015.

#### Amendments to Current Law

The proposal is an ordinance that would amend the Administrative Code to adopt further provisions governing the structure and operations of the Children, Youth and Their Families Oversight and Advisory Committee, as directed by Charter Section 16.108-1.

In addition to the provisions specified in the Charter, the proposal would clarify the duties of the Committee and direct the Committee to conduct a mid-year budget review each year to prepare for the following year's budget process, and to review best practices developed or identified by DCYF and its Director for the grant-making process, including add-back and supplemental funding, and for interdepartmental work orders. The proposal would also direct the Committee to confer with the Director of DCYF at least once a year on DCYF's effectiveness and impact.

The proposal would set qualifications for appointments to the seats on the Committee. A chart of those qualifications is attached to this digest. The proposal would provide that the Mayor's appointments to the Committee would take effect 30 days after transmittal of the Mayor's notice of appointment to the Board of Supervisors. The Board of Supervisors would hold a public hearing on each of the Mayor's appointees, although the Board would have no power to delay or reject the Mayor's appointments. And the proposal would bar current City employees or current employees or members of the boards of directors of DCYF-funded organizations from serving as members of the Committee.

The proposal would set the terms of Committee members, establish term limits, and provide for governance of and staffing for the Committee.

The proposal would also include additional provisions governing the Service Provider Working Group ("SP Working Group" or "Working Group"). The proposal would require that the Working Group shall have at least 10 members and provide general criteria for the selection of its members. And the proposal would address governance of the Working Group.

Background Information

The Oversight and Advisory Committee replaces the Children's Fund citizens advisory committee formerly established by Charter Section 16.108(n) as adopted by the voters in November 2000 (Proposition D). Subsection (n) was repealed and the advisory committee terminated by operation of law upon the adoption of Proposition C.

\* \* \*

*The substitute ordinance, introduced on December 9, 2014, corrects a drafting error by deleting a potentially-contradictory provision in proposed Section 2A.234 regarding governance of the Service Provider Working Group.*

**CHILDREN, YOUTH AND THEIR FAMILIES  
OVERSIGHT AND ADVISORY COMMITTEE**

**SEATS 1 THROUGH 6 (APPOINTED BY THE MAYOR)**

- Seat 1: A youth 19 years old or younger at the time of appointment for the term, recommended to the Mayor by the Youth Commission. Because this Committee member may be younger than 18 years at the time of appointment, this member is not subject to the requirement of Charter Section 4.101(a)(2) that members be electors of the City and County unless and until the member reaches the age of 18 years.
- Seat 2: The same qualifications as for Seat 1.
- Seat 3: A parent of a youth, which youth, at the time of the member's appointment for the term, is under the age of 18 years and enrolled in the San Francisco Unified School District. This Committee member shall have demonstrated commitment to improving access to and quality of services for children, youth, and families.
- Seat 4: A person with expertise or substantial experience working in services and programs for children ages 5 and younger.
- Seat 5: A person with expertise or substantial experience working in the field of children and youth services in communities that are low-income or underserved.
- Seat 6: A person who has demonstrated commitment to improving access and quality of services for children, youth, and families in communities that are low-income or underserved.

**SEATS 7 THROUGH 11 (APPOINTED BY THE BOARD OF SUPERVISORS)**

- Seat 7: A person who is a Disconnected Transitional-Aged Youth, as that term is used in Charter Section 16.108, 18 through 24 years of age at the time of appointment, and who is familiar with the issues and challenges faced by Disconnected Transitional-Aged Youth and with services, programs, and systems for them.
- Seat 8: A parent of a child, which child is enrolled in kindergarten through 8th grade at the time of the member's appointment for the term. This Committee member shall be from a low-income community or have expertise or substantial experience working to promote the interests of communities of color and shall have demonstrated a commitment to improving access and quality of services for children, youth, and families.
- Seat 9: A parent of a child, which child, at the time of the member's appointment for the term, is under the age of 5 years and enrolled in a publicly-subsidized or City-funded program. This Committee member shall have demonstrated a commitment to improving access and quality of services for children, youth, and families.
- Seat 10: A person with expertise or substantial experience working in the field of children and youth services in communities that are low-income or underserved.
- Seat 11: A person who has demonstrated commitment to improving access to and quality of services for children, youth, and families.

140987

1415-RBM-07

**Youth Commission**  
City Hall ~ Room 345  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4532



(415) 554-6446  
(415) 554-6140 FAX  
www.sfgov.org/youth\_commission

## YOUTH COMMISSION MEMORANDUM

**TO:** Alisa Somera, Committee Clerk, Rules Committee  
**FROM:** Youth Commission  
**DATE:** Wednesday, December 3, 2014  
**RE:** Referral response to BOS File No. 141215

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At our regular meeting of **Monday, December 1, 2014** the Youth Commission voted unanimously to support the following motion:

**To support BOS File No. 140987, ordinance amending the Administrative Code to establish a Children, Youth and Their Families Oversight and Advisory Committee, and a Service Provider Working Group, as provided in Charter, Section 16.108-1.**

The Youth Commission's support for the legislation is based in large part on the commission's respect for the care and attention taken towards the inclusion of youth leadership and voice on the oversight and advisory committee, including the provision for at least 25% youth seats on the committee, in accordance with the commission's 2013-14 recommendations for the Children's Fund legislation. The Youth Commission is eager to work with the Board of Supervisors, Mayor, Department of Children Youth and Their Families, and with the Oversight and Advisory Committee, once established, to discuss further opportunities for youth leadership and inclusion in the oversight and advising of the Department of Children Youth and Their Families' crucial investments in the youth of San Francisco.

\*\*\*

**During discussion on this item, the youth commission proposed and approved the following comments regarding this legislation:**

Youth Commissioners would like to recommend that seat number 7, the transitional age youth seat, be jointly supported by the Youth Commission and by Transitional Age Youth San Francisco.

If you have any questions about these recommendations, please don't hesitate to contact our office at (415) 554-6446, or your Youth Commissioner.

A handwritten signature in cursive script that reads "Michel Li".

Chair, Michel Li  
Adopted on December 1, 2014  
2014-2015 San Francisco Youth Commission



DENNIS J. HERRERA  
City Attorney

THOMAS J. OWEN  
Deputy City Attorney

Direct Dial: (415) 554-4679  
Email: thomas.owen@sfgov.org

## MEMORANDUM

TO: Hon. John Avalos  
Member, Board of Supervisors

FROM: Thomas J. Owen  
Deputy City Attorney

DATE: November 25, 2014

RE: Children, Youth and Families Oversight and Advisory  
Committee and Service Provider Working Group  
Proposed Ordinance, dated 11/25/2014  
(Our File No. 1500268)

---

Here are the signed original and two copies of the proposed legislation, dated 11/25/2014, as well as a legislative digest.

I will send you electronic copies later today.

Encl.

cc (by e-mail): Beth Rubenstein  
Jon Givner  
Paul Zarefsky  
Allie Fisher  
Sherri Kaiser

BOARD of SUPERVISORS



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

## MEMORANDUM

TO: Youth Commission

FROM: Alisa Somera, Clerk, Rules Committee  
Board of Supervisors

DATE: December 15, 2014

SUBJECT: REFERRAL FROM BOARD OF SUPERVISORS  
Rules Committee

The Board of Supervisors' Rules Committee has received the following **substitute** legislation, which is being referred to the Youth Commission, per Charter Section 4.124, for comment and recommendation. The Commission may provide any response it deems appropriate within 12 days from the date of this referral.

**File No. 141215-2**

Ordinance amending the Administrative Code to establish a Children, Youth and Their Families Oversight and Advisory Committee, and a Service Provider Working Group, as provided in Charter, Section 16.108-1.

Please return this cover sheet with the Commission's response to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

\*\*\*\*\*

RESPONSE FROM YOUTH COMMISSION Date: \_\_\_\_\_

No Comment

Recommendation Attached

\_\_\_\_\_  
Chairperson, Youth Commission

BOARD of SUPERVISORS



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

## MEMORANDUM

TO: Maria Su, Director, Department of Children, Youth and Their Families  
Richard Carranza, Superintendent, SF Unified School District

FROM: Alisa Somera, Clerk, Rules Committee  
Board of Supervisors

DATE: December 15, 2014

SUBJECT: SUBSTITUTE LEGISLATION INTRODUCED

---

The Board of Supervisors' Rules Committee has received the following **substitute** legislation, introduced by Supervisor Avalos on December 9, 2014. This matter is being referred to you for informational purposes since it affects your department.

**File No. 141215-2**

Ordinance amending the Administrative Code to establish a Children, Youth and Their Families Oversight and Advisory Committee, and a Service Provider Working Group, as provided in Charter, Section 16.108-1.

If you wish to submit any reports or documentation to be considered with the legislation, please send those to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Chris Armentrout, SF Unified School District  
Jamila Brooks, SF Unified School District



BOARD of SUPERVISORS



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Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## MEMORANDUM

TO: Youth Commission

FROM: Alisa Somera, Clerk, Rules Committee  
Board of Supervisors

DATE: December 1, 2014

SUBJECT: REFERRAL FROM BOARD OF SUPERVISORS  
Rules Committee

The Board of Supervisors' Rules Committee has received the following proposed legislation, which is being referred to the Youth Commission, per Charter Section 4.124, for comment and recommendation. The Commission may provide any response it deems appropriate within 12 days from the date of this referral.

**File No. 141215**

Ordinance amending the Administrative Code to establish a Children, Youth and Their Families Oversight and Advisory Committee, and a Service Provider Working Group, as provided in Charter, Section 16.108-1.

Please return this cover sheet with the Commission's response to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

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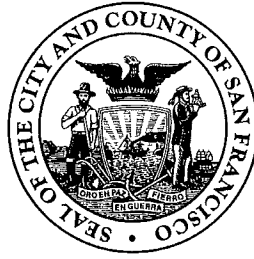
**RESPONSE FROM YOUTH COMMISSION**      Date: \_\_\_\_\_

\_\_\_\_\_ No Comment

\_\_\_\_\_ Recommendation Attached

\_\_\_\_\_  
Chairperson, Youth Commission

BOARD of SUPERVISORS



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

## MEMORANDUM

TO: Maria Su, Director, Department of Children, Youth and Their Families  
Richard Carranza, Superintendent, SF Unified School District

FROM: Alisa Somera, Clerk, Rules Committee  
Board of Supervisors

DATE: December 1, 2014

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Rules Committee has received the following proposed legislation, introduced by Supervisor Avalos on November 25, 2014. This matter is being referred to you for informational purposes since it affects your department.

**File No. 141215**

Ordinance amending the Administrative Code to establish a Children, Youth and Their Families Oversight and Advisory Committee, and a Service Provider Working Group, as provided in Charter, Section 16.108-1.

If you wish to submit any reports or documentation to be considered with the legislation, please send those to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Chris Armentrout, SF Unified School District  
Jamila Brooks, SF Unified School District

Print Form

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee.  
An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor  inquires"
- 5. City Attorney request.
- 6. Call File No.  from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No.
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission       Youth Commission       Ethics Commission
- Planning Commission       Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative**

**Sponsor(s):**

**Subject:**

**The text is listed below or attached:**

Signature of Sponsoring Supervisor: \_\_\_\_\_

For Clerk's Use Only:

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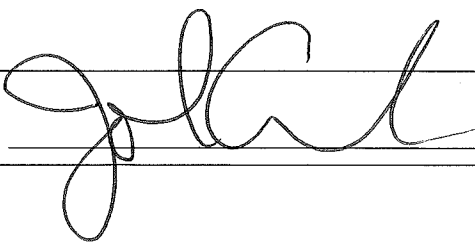
Avalos

**Subject:**

Children, Youth and Families Oversight and Advisory Committee and Service Provider Working Group

**The text is listed below or attached:**

Ordinance amending the Administrative Code to create a Children, Youth and Their Families Oversight and Advisory Committee and a Service Provider Working Group as provided in Charter Section 16.108-1.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only:

141215