

File No. 250239

Committee Item No. 1

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

# COMMITTEE/BOARD OF SUPERVISORS

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Committee: Rules Committee

Date March 24, 2025

Board of Supervisors Meeting

Date \_\_\_\_\_

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**OTHER** (Use back side if additional space is needed)

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Completed by: Victor Young Date March 20, 2025

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

1 [Amending the Rules of Order - Board of Supervisors Parental Leave Policy]

2

3 **Motion amending the Board of Supervisors' Rules of Order by adding a new Rule 5.22.1**  
4 **(Member Participation During Parental Leave); and adopting a parental leave policy for**  
5 **the Board of Supervisors.**

6

7 WHEREAS, The Charter of the City and County of San Francisco generally requires  
8 members of the Board of Supervisors to participate in meetings in person; and

9 WHEREAS, Charter, Section 2.104, authorizes the Board to adopt an ordinance that  
10 allows members who are physically unable to attend a meeting in-person - due to the  
11 member's pregnancy, childbirth, or related condition - to participate in meetings by  
12 teleconference, and also authorizes the Board to allow members to participate in meetings by  
13 teleconference when the member is absent to care for a child after the birth of a child or after  
14 placement of a child with the member for adoption or foster care; and

15 WHEREAS, By Ordinance No. 156-21, the Board enacted Administrative Code,  
16 Section 2.3, that authorizes the Board to adopt a parental leave policy by motion to allow  
17 members to participate in meetings by teleconference while on parental leave, subject to  
18 certain conditions; and

19 WHEREAS, State law governing public meetings contained in the Brown Act allows  
20 members of the Board to participate in meetings by teleconference in certain circumstances,  
21 including when necessary to provide childcare, provided that the member's appearance and  
22 the meeting comply with specific requirements; now, therefore, be it

23 MOVED, That the Board of Supervisors of the City and County of San Francisco  
24 hereby adds a new Rule 5.22.1 (Member Participation During Parental Leave) to the Rules of  
25 Order, as follows:

1           **5.22.1. Member Participation During Parental Leave.**

2           Members of the Board of Supervisors that qualify and take parental leave (as defined  
3 and provided in Charter, Section 2.104, and Administrative Code, Section 2.3) may attend and  
4 participate in public meetings of the Board and/or its committees in-person or by  
5 teleconference. The "Board of Supervisors Parental Leave Policy" was defined and approved  
6 through Motion No. \_\_\_\_\_ . Invocation of this Rule shall be in compliance with the "Board of  
7 Supervisors Parental Leave Policy" and all applicable state and local laws.

8           FURTHER MOVED, That the Board of Supervisors adopts the attached parental leave  
9 policy for its members:

10           **BOARD OF SUPERVISORS PARENTAL LEAVE POLICY**

11           (a) As authorized by Charter, Section 2.104, and Administrative Code, Section 2.3, the  
12 following policy applies to members of the Board of Supervisors.

13           (1) Members meeting the eligibility requirements of subsection (b)(1), below,  
14 shall be allowed to take parental leave for 32 weeks, or until the member no longer meets the  
15 eligibility requirements. Members meeting the eligibility requirements of subsection (b)(2),  
16 below, shall be allowed to take parental leave for 16 weeks, or until the member no longer  
17 meets the eligibility requirements.

18           (2) Members shall be excused from attending and participating in meetings of  
19 the Board or its committees, whether in person or by teleconferencing, while on parental  
20 leave.

21           (3) Members may attend and participate in public meetings of the Board or its  
22 committees by teleconferencing while on parental leave, as further provided in subsection (c),  
23 below.

24           (b) A member shall be eligible for parental leave when:  
25

1           (1) The member is physically unable to fulfill the member’s duties, including  
2 attending Board meetings in person, due to the member’s pregnancy, childbirth, or related  
3 condition, as certified by a health care provider, or

4           (2) The member is absent to care for the member’s child after birth of the child,  
5 or after placement of the child with the member or the member’s immediate family for  
6 adoption or foster care.

7           (c) A member may attend and participate in meetings of the Board or its committees  
8 by teleconferencing while that member is on parental leave. “Teleconference” shall mean a  
9 meeting of the Board or its committees, the members of which are in different locations,  
10 connected by electronic means, through either audio or video, or both.

11           (1) Participation by teleconferencing pursuant to such policy shall satisfy all  
12 otherwise applicable requirements of City law regarding quorum numbers and the number of  
13 votes required to take particular actions.

14           (2) Members participating by teleconferencing pursuant to this policy shall  
15 comply with all otherwise applicable State and City laws regarding public meetings and public  
16 records.

17           (3) At any Board or committee meeting at which a member appears by  
18 teleconference under this policy, the Board shall comply with all applicable State and City  
19 laws that apply to such meetings.

20           (d) A member on an approved parental leave shall maintain Health Service System  
21 benefits as provided in Administrative Code Section 16.700.