

BOARD of SUPERVISORS



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MEMORANDUM

RULES COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

TO: Supervisor Shamann Walton, Chair
Rules Committee

FROM: Victor Young, Assistant Clerk *Victor Young*

DATE: March 24, 2025

SUBJECT: **COMMITTEE REPORT, BOARD MEETING**
Tuesday, March 25, 2025

The following file should be presented as a **COMMITTEE REPORT** at the Board Meeting on Tuesday, March 25, 2025. This item was acted upon at the Rules Committee Meeting on Monday, March 24, 2025, at 10:00 a.m., by the votes indicated.

Item No. 28 **File No. 250239**

Amending the Rules of Order - Board of Supervisors Parental Leave Policy

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

RECOMMENDED AS COMMITTEE REPORT

Vote: Supervisor Shamann Walton – Excused.
Supervisor Stephen Sherrill - Aye
Supervisor Rafael Mandelman - Aye

c: Board of Supervisors
Angela Calvillo, Clerk of the Board
Alisa Somera, Legislative Deputy Director
Brad Russi, Deputy City Attorney

File No. 250239

Committee Item No. 1

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date March 24, 2025

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
- Information/Vacancies (Boards/Commissions)
- Public Correspondence

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.