

BOARD of SUPERVISORS



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## MEMORANDUM

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Date: January 21, 2022

To: The Honorable Members, Board of Supervisors

From: *ACC* Angela Calvillo, Clerk of the Board

Subject: **Department of Early Childhood Community Advisory Committee**

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Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

File No. 211284 Charter Amendment - Establishment of Children's Agency and Commission; Funding for Children, Youth, and the San Francisco Unified School District; Funding Conditions on City Appropriations for the School District

- Does a current body address the same or similar subject matter?

*Possibly, other bodies that may address the same subject matter:*

- *Children, Youth and Their Families Oversight and Advisory Committee*
- *Office of Early Care and Education Citizens' Advisory Committee*
- *Children and Families First Commission*

- Language requiring the body to meet at least once every four months

*Yes, Section 4.142(e)(3) states "The DEC Advisory Committee shall meet at least four times a year."*



- Language indicating members serve at the pleasure of the appointing authority

*Yes, Section 4.142(e)(2) states “Members of the DEC Advisory Committee shall serve at the Commission’s pleasure.”*

- Language establishing attendance requirements

*No, it is suggested that the following be added:*

*“Any member who misses three regular meetings of the Advisory Committee within a six-month period without the written approval of the Chairperson, or the Vice Chairperson in case of the Chairperson’s absence, at-or-before each missed meeting shall be deemed to have resigned from the Advisory Committee ten days after the third unapproved absence.”*

- Number of seats and qualifications

*The DEC Advisory Committee shall be comprised of at least nine (9) members appointed by the Children’s Commission, provided that the Commission may expand the number of seats on the DEC Advisory Committee to no more than 15. Members of the DEC Advisory Committee shall serve at the Commission’s pleasure.*

*The DEC Advisory Committee shall come into existence on July 1, 2025, or when the Commission has appointed members to a majority of seats on the Committee.*

*Once active the Citizen’s Advisory Committee shall cease to operate.*

- Term limits (i.e., commencement date? staggered terms?)

*No, it is suggested that terms limits of 2-4 years be established.*

- Administering department

*Yes, the Children’s Agency shall provide administrative support.*

- Reporting requirements

*The DEC Advisory Committee shall advise the Department of Early Childhood (“DEC”) and the Commission on the implementation priorities, policy development, evaluation design and plans, and any issues of concern to the DEC Advisory Committee related to the Public Education Enrichment Fund in Section 16.123-4 and other funding overseen by the*



*Department of Early Childhood. The DEC Advisory Committee shall engage a broad cross-section of community members and service providers in providing information, education, and consultation to DEC and the Commission.*

- Sunset date

*No, this Charter Amendment does not have a listed sunset date.*