

BOARD of SUPERVISORS



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MEMORANDUM

Date: January 21, 2022

To: The Honorable Members, Board of Supervisors

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

Subject: **Department of Children, Youth and Their Families Community
Advisory Committee**

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 (d)(3) states "The DCYF 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(d)(2) states "Members of the DCYF Advisory Committee shall serve at the Commission's pleasure."

- Language establishing attendance requirements

No, the following standard attendance requirements should be added:

"Any member who misses three regular meetings of the DCYF 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 DCYF 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 DCYF Advisory Committee to no more than 15.

- 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 DCYF Advisory Committee shall advise the Department of Children, Youth, and Their Families ("DCYF") and the Children's Commission on implementation priorities, policy development, the planning cycle, evaluation design and plans, and any issues of concern to the DCYF Advisory Committee related to the Children and Youth Fund under Section 16.108 and other funding overseen by DCYF. The DCYF Advisory Committee shall engage a broad cross-section of community members and service providers in providing information, education, and consultation to DCYF and the Commission.



- Sunset date

No, this is a Charter established body and no sunset date is listed.