



MEMORANDUM

Date: July 12, 2023
To: The Honorable Members, Board of Supervisors
From: *AC* Angela Calvillo, Clerk of the Board
Subject: Administrative Code - Safer Schools Sexual Assault Task Force

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. 230308 Administrative Code - Safer Schools Sexual Assault Task Force

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

No. There are no other bodies that perform the same function as the Safer Schools Sexual Assault Task Force.

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

Yes. Section 5.12-6, entitled "Meetings and Procedures," states the following: "Following the inaugural meeting, the Task Force shall hold a regular meeting not less than once every three months until the sunset date."

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

Yes. Section 5.12-4, entitled "Organization and Terms of Office," states the following: "Each member shall serve at the pleasure of the member's appointing authority".



- Language establishing attendance requirements

Yes. Section 5.12-4, entitled "Organization and Terms of Office," states the following: "Any member who misses three regular meetings of the Task Force without the express approval of the Task Force at or before each missed meeting shall be deemed to have resigned from the Task Force ten days after the third unapproved absence. The Task Force shall inform the appointing authority of the resignation, and for the resignations in Seats 1 through 8, the Task Force shall also inform the Clerk of the Board of Supervisors."

- Number of seats and qualifications

There are a total of fourteen members, appointed as follows:

(Seats 1 through 8 appointed by the Board of Supervisors)

(Seats 9 through 14 appointed by various City departments)

- *Seat 1 shall be held by a current or former employee, officer, or volunteer at a rape crisis center, with experience or expertise in prevention of and education regarding sexual assault, and outreach, resources, and services for survivors of sexual assault, appointed by the Board of Supervisors.*
- *Seat 2 shall be held by a person with experience as a peer educator addressing prevention of and education regarding sexual assault, and providing outreach, resources, and services for survivors of sexual assault, appointed by the Board of Supervisors.*
- *Seat 3 shall be held by an advocate for survivors or witnesses of sexual assault, with expertise or experience in criminal justice proceedings or resources and support services for survivors of sexual assault, appointed by the Board of Supervisors.*
- *Seat 4 shall be held by a survivor of sexual assault or an employee or representative from an organization that represents or counsels survivors of sexual assault, appointed by the Board of Supervisors.*
- *Seat 5 shall be held by an employee, officer, or other adult representative of a middle school, high school, college, or university in San Francisco, with experience or expertise in protocols, laws, and resources addressing sexual assault on campus, appointed by the Board of Supervisors.*



- *Seat 6 shall be held by an employee, officer, or other adult representative of a middle school, high school, college, or university in San Francisco, with experience or expertise in protocols, laws, and resources addressing sexual assault on campus, appointed by the Board of Supervisors.*
- *Seat 7 shall be held by a person who is a student of a high school or other secondary-educational program in San Francisco, appointed by the Board of Supervisors. This seat is exempt from the requirement in Charter Section 4.101(b) that the member be of voting age. (Term expires upon graduation from high school.)*
- *Seat 8 shall be held by a person who is a student of a college or university in San Francisco, appointed by the Board of Supervisors. This seat is exempt from the requirement in Charter Section 4.101(b) that the member be of voting age. (Term expires upon graduation from college or university.)*
- *Seat 9 shall be held by an employee of the District Attorney's Office with experience working in the Office's Child Abuse and Sexual Abuse Unit, appointed by the District Attorney.*
- *Seat 10 shall be held by an employee of the Police Department with experience working in the Department's Special Victims Unit, appointed by the Chief of Police.*
- *Seat 11 shall be held by an employee of the Department of Public Health with experience or expertise related to sexual assault, appointed by the Director of Health.*
- *Seat 12 shall be held by an employee of the Human Rights Commission, appointed by the Director of the Human Rights Commission.*
- *Seat 13 shall be held by the Director of the Department on the Status of Women or the Director's designee, who must be an employee of the Department.*
- *Seat 14 shall be held by an employee of the San Francisco Unified School District, with experience or expertise in prevention of and education regarding sexual assault, and outreach, resources, and services for survivors of sexual assault, appointed by the Superintendent.*



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

No. Section 5.12-4, entitled "Organization and Terms of Office," states the following: "Each member shall serve at the pleasure of the member's appointing authority, and shall serve for the life of the Task Force unless removed by the appointing authority."

Section 5.12-3, entitled "Membership," states the following: "If the member serving in Seat 7 graduates from high school, or if the member serving in Seat 8 graduates from a college or university, before the expiration of the Task Force in accordance with Section 5.12-7, the member shall by operation of law be deemed to have resigned from the Task Force."

- Administering department

Yes. The Department on the Status of Women shall provide clerical and administrative support and staffing for the Task Force.

- Reporting requirements

No later than 12 months after the inaugural meeting of the Task Force, and every 12 months thereafter, the Task Force shall submit to the Board of Supervisors an annual written report analyzing relevant State and federal laws regarding on-campus sexual assault, recommending best practices for middle schools, high schools, colleges, and universities in the City to reduce sexual assault, and recommending any steps that the City could take, including changes in law or policy, to assist those institutions toward that goal.

- Sunset date

Yes. Section 5.12-4, entitled "Sunset," states the following: "Unless extended by ordinance, this Article XII shall expire by operation of law, and the Task Force shall terminate, three years after the Task Force's inaugural meeting. After the expiration of the Task Force, the City Attorney is authorized to remove this Article from the Administrative Code."