

[Administrative Code - Membership and Functions of the Our Children, Our Families Council]

Ordinance amending the Administrative Code to establish the membership of the Our Children, Our Families Council and to address its structure and functions as provided in Charter Section 16.127-7.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The Administrative Code is hereby amended by adding Chapter 102, Sections 102.1 through 102.7, to read as follows:

CHAPTER 102: OUR CHILDREN, OUR FAMILIES COUNCIL

Sec. 102.1. Our Children, Our Families Council; Goals and Purpose.

Sec. 102.2. City Members.

Sec. 102.3. School District Members.

Sec. 102.4. Public Members.

Sec. 102.5. Governance.

Sec. 102.6. Functions and Duties.

Sec. 102.7. Children and Families Plan.

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1 **SEC. 102.1. OUR CHILDREN, OUR FAMILIES COUNCIL; GOALS AND PURPOSE.**

2 (a) Charter Section 16.127-2 creates the Our Children, Our Families Council (“the Council”).
3 Additional Charter sections set out the composition and the powers and duties of the Council. Charter
4 Section 16.127-7 states that the Board of Supervisors Supervisor shall, by ordinance, further provide
5 for the membership, structure, functions and support of the Council.

6 (b) In order to advance a Citywide vision centered on the needs of children, youth, and
7 families, City leaders and departments, the San Francisco Unified School District (“SFUSD”),
8 and community partners must come together to coordinate their efforts across agencies and
9 develop a strategy for achieving shared goals. The purpose of the Children and Families Plan
10 to be developed by the Council will be to create an aligned and connected system of
11 programs and services, in order to strengthen the City’s ability to best serve children, youth
12 and their families, with the specific goals of promoting coordination among and increased
13 accessibility to such programs and services, and enhancing their overall effectiveness.

14 In order to ensure that all children and youth in every neighborhood, especially those
15 neighborhoods with the greatest needs, have access to the resources to achieve, the Council
16 will be responsible for developing a Citywide vision, Citywide shared priorities, Citywide
17 program goals, and Citywide best practices for addressing those needs.

18
19 **SEC. 102.2. CITY MEMBERS.**

20 (a) The Mayor shall be a voting member of the Council.

21 (b) The Mayor shall appoint the heads of the following City departments to serve by virtue of
22 their offices as voting members of the Council:

23 (1) Children, Youth and Their Families;

24 (2) Public Health;

25 (3) Public Works;

1 ~~(3)~~ ~~(4)~~ General Services Agency;
2 ~~(4)~~ ~~(5)~~ Human Services Agency;
3 ~~(5)~~ ~~(6)~~ Juvenile Probation;
4 ~~(6)~~ ~~(7)~~ Mayor's Office of Early Care and Education;
5 ~~(7)~~ ~~(8)~~ Mayor's Office of Economic and Workforce Development;
6 ~~(8)~~ ~~(9)~~ Mayor's Office of Housing and Community Development;
7 ~~(9)~~ ~~(10)~~ Municipal Transportation Authority;
8 ~~(10)~~ ~~(11)~~ Planning;
9 ~~(11)~~ ~~(12)~~ Police;
10 ~~(12)~~ ~~(13)~~ Public Library; and,
11 ~~(14)~~ Public Utilities; and,
12 ~~(13)~~ ~~(15)~~ Recreation and Parks.

13 If any of these departments or agencies are later eliminated or re-organized, the Mayor may appoint to
14 the Council the head of a successor department or agency.

15 ~~(c) The Mayor may appoint as Council members the heads of up to four additional City~~
16 ~~departments or agencies that provide services to children and families, members of the~~
17 ~~community, and stakeholders, for a total not to exceed 18 City members.~~

18
19 **SEC. 102.3. SCHOOL DISTRICT MEMBERS.**

20 ~~(a) The Mayor shall invite the Superintendent of Schools for the SFUSD ("the~~
21 ~~Superintendent") to serve as a voting member of the Council.~~

22 ~~(b) (a) The Mayor shall invite the Superintendent of Schools for the San Francisco Unified~~
23 ~~School District ("the School District") to nominate the heads of appropriate divisions of the SFUSD~~
24 ~~School District to serve by virtue of their offices as voting members of the Council, including:~~

25 ~~(1) Student Family and Community Support;~~

- 1 (2) Early Education;
2 (3) Elementary Schools;
3 (4) Secondary Schools;
4 ~~(4) Middle Schools;~~
5 ~~(5) High Schools;~~
6 (5) ~~(6)~~ Chief Academic Officer;
7 (6) ~~(7)~~ Special Education Services;
8 (7) ~~(8)~~ Policy and Operations; and,
9 (8) ~~(9)~~ Instruction, Innovation and Social Justice.

10 If any of these divisions are later eliminated or re-organized, the Superintendent may nominate the
11 head of a successor division.

12 (c) ~~(b)~~ The Superintendent may nominate the heads of other divisions or other School
13 District staff as he or she deems appropriate, for a total not to exceed 14 up to 18 School
14 District members, including the Superintendent.

15 (d) ~~(e)~~ The Mayor shall appoint to the Council the persons nominated by the Superintendent
16 pursuant to this Section 102.3.

17
18 **SEC. 102.4. PUBLIC MEMBERS.**

19 (a) The Mayor shall appoint 14 48 people to serve as voting members of the Council, as
20 follows:

21 (1) Public Seat 1: A member of the Department of Youth, Children, and Their Families
22 Oversight and Advisory Committee. The Oversight and Advisory Committee shall recommend
23 up to three candidates to the Mayor; recommended to the Mayor by the Oversight and
24 Advisory Committee;

1 (2) Public Seat 2: A parent or guardian of a youth, which youth, at the time of the
2 member's appointment for the term, is enrolled in kindergarten through 12 grade at a school in
3 San Francisco. This member shall be actively engaged in or connected to a group or
4 advocacy network supporting parents or early care and education, or have demonstrated
5 commitment to improving access to and quality of services for children, youth, and families; A
6 ~~member of the Office of Early Care and Education Citizens Advisory Committee~~
7 ~~recommended to the Mayor by the Citizens Advisory Committee;~~

8 (3) Public Seat 3: A member of the Office of Early Care and Education Citizens
9 Advisory Committee. The Citizens Advisory Committee shall recommend up to three
10 candidates to the Mayor; ~~A member of the Board of Education's Public Education Enrichment~~
11 ~~Fund Citizen Advisory Committee recommended to the Mayor by the Citizen Advisory~~
12 ~~Committee;~~

13 (4) Public Seat 4: A parent or guardian of a youth, which youth, at the time of the
14 member's appointment for the term, is receiving early care and education services, which
15 services are generally for children ages one to five years, and which parent or guardian is also
16 actively engaged in or connected to a group or advocacy network supporting parents or early
17 care and education; ~~A youth 19 years old or younger at the time of appointment for the term,~~
18 ~~recommended to the Mayor by the Youth Commission. Because this Committee member~~
19 ~~may be younger than 18 years at the time of appointment, this member is not subject to the~~
20 ~~requirement of Charter Section 4.101(a)(2) that members be electors of the City and County~~
21 ~~unless and until the member reaches the age of 18 years;~~

22 (5) Public Seat 5: A youth 19 years old or younger at the time of appointment
23 for the term, recommended to the Mayor by the School District Student Advisory Council.
24 ~~Because this Committee member may be younger than 18 years at the time of appointment,~~
25

1 this member is not subject to the requirement of Charter Section 4.101(a)(2) that members be
2 electors of the City and County unless and until the member reaches the age of 18 years;

3 (5) (6) Public Seat 5 6: A member of the Board of Education's Public Education
4 Enrichment Fund Citizen Advisory Committee. The Citizen Advisory Committee shall
5 recommend up to three candidates to the Mayor; A person who is a Disconnected
6 Transitional-Aged Youth, as that term is used in Charter Section 16.108, 18 through 24 years
7 of age at the time of appointment, and who is familiar with the issues and challenges faced by
8 Disconnected Transitional-Aged Youth and with services, programs, and systems for them;

9 (6) (7) Public Seat 6 7: A youth 19 years old or younger at the time of
10 appointment for the term, recommended to the Mayor by the School District Student Advisory
11 Council. Because this Committee member may be younger than 18 years at the time of
12 appointment, this member is not subject to the requirement of Charter Section 4.101(a)(2) that
13 members be electors of the City and County unless and until the member reaches the age of
14 18 years; A parent or guardian of a youth, which youth, at the time of the member's
15 appointment for the term, is under the age of 5 years and receiving child care services;

16 (8) Public Seat 8: A parent or guardian of a youth, which youth, at the time of
17 the member's appointment for the term, is under the age of 18 years and enrolled in the San
18 Francisco Unified School District. This member shall have a connection with a parent group
19 or advocacy network, or have demonstrated commitment to improving access to and quality of
20 services for children, youth, and families;

21 (7) (9) Public Seat 7 9: A person who works as a service provider delivering
22 services to children, youth, and families in San Francisco, with a preference for service
23 providers working with low-income communities. This member shall be actively engaged in or
24 connected to a group or advocacy network supporting services for children, youth and
25 families; A parent or guardian of a youth, which youth, at the time of the member's

1 appointment for the term, is under the age of 18 years and enrolled in a school in San
2 Francisco. This member shall have a connection with a parent group or advocacy network, or
3 have demonstrated commitment to improving access to and quality of services for children,
4 youth, and families;

5 (8) (10) Public Seat 8 10: A youth 19 years old or younger at the time of
6 appointment for the term, recommended to the Mayor by the Youth Commission. Because
7 this Committee member may be younger than 18 years at the time of appointment, this
8 member is not subject to the requirement of Charter Section 4.101(a)(2) that members be
9 electors of the City and County unless and until the member reaches the age of 18 years; A
10 person with expertise or substantial experience working with low-income families and children
11 from low-income families;

12 (9) (11) Public Seat 9 11: A person representing a business community or
13 network which business community or network that has demonstrated a commitment to
14 solving issues related to children, youth, and families in San Francisco; A person who works
15 as a service provider delivering services to children, youth, and families in San Francisco;

16 (10) (12) Public Seat 10 12: A person with expertise or substantial experience in
17 the field of housing development or housing advocacy in San Francisco; A person
18 representing a philanthropic organization, foundation, or network;

19 (11) (13) Public Seat 11 13: A person representing a philanthropic organization,
20 foundation, or network; A person with expertise or substantial experience working in the field
21 of housing development in San Francisco;

22 (12) (14) Public Seat 12 14: A person with expertise or substantial experience
23 working in the field of economic and workforce development in San Francisco;

24 (15) Public Seat 15: A person with expertise or substantial experience working
25 in the field of transportation access and equity issues in San Francisco;

1 ~~(13) (46) Public Seat 13 46:~~ An executive of an institution of higher education which
2 institution has demonstrated a commitment to solving issues related to children, youth, and
3 families in San Francisco; and,

4 ~~(14) (47) Public Seat 14 47:~~ A person who is a Disconnected Transitional-Aged
5 Youth, as that term is used in Charter Section 16.108, 18 through 24 years of age at the time
6 of appointment for the term, and who is familiar with the issues and challenges faced by
7 Disconnected Transitional-Aged Youth and with services, programs, and systems for them.
8 This member shall be actively engaged in or connected to a group or advocacy network
9 supporting services for Disconnected Transitional-Aged Youth; A person representing a
10 business community or network, which business community or network has demonstrated a
11 commitment to solving issues related to children and families in San Francisco.; and,

12 ~~(18) Public Seat 18:~~ A person representing the Interfaith community with
13 expertise or substantial experience working on issues related to children and families in San
14 Francisco.

15 ~~If a group given the authority to recommend someone for a public seat as provided above fails~~
16 ~~or refuses to do so within 60 days after being notified in writing by the Mayor of the existence~~
17 ~~of a vacancy, or if the group goes out of existence, the Mayor may appoint someone~~
18 ~~possessing similar qualifications.~~

19 ~~(b) The term for public members shall be two years, except that members initially appointed to~~
20 odd-numbered seats Public Seats 1, 3, 5, 7, 9, 11, 13, 15, and 17 shall serve for three years;
21 thereafter, all terms for public members shall be two years. Terms of the initial public members shall
22 commence on the date of the first Council meeting. Any public member whom the Council certifies
23 to have missed three regularly scheduled meetings of the Council in any 12-month period
24 without the express permission of the Commission given at a regularly scheduled meeting will
25 be deemed to have resigned from the Council effective on the date of the written certification

1 of the Council. Any public members who fail to attend at least half of the meetings in any fiscal year
2 shall be deemed to have resigned from the Council. All public members shall serve at the pleasure
3 of the Mayor.

4 ~~(c) The Mayor's appointments of public members shall take effect 30 days after~~
5 ~~transmittal of the Mayor's notice of appointment to the Board of Supervisors. The Board of~~
6 ~~Supervisors may hold a public hearing on the public members appointed by the Mayor to the~~
7 ~~Council.~~

8 ~~(c) (d)~~ No person may serve more than two consecutive terms as a public member on the
9 Council. For the purpose of this term limit, serving more than half of a term shall count as serving a
10 full term on the Council.

11 ~~(d) (e)~~ The Department of Children, Youth, and Their Families' Youth Advisory Council
12 Youth Commission shall provide support to the Council members in Public Seats 6, 8 and 14, 4
13 and 6. The School District Student Advisory Council staff will be invited to provide support to
14 the Council member in Public Seat 5 in areas such as training in City government and School
15 District operations, policy analysis and development, and public outreach.

16 (e) The Mayor shall invite the Superintendent of Schools, the Board of Supervisors,
17 and the Board of Education to recommend candidates for the Public Seats.

18
19 **SEC. 102.5. GOVERNANCE.**

20 (a) The Council shall meet at least three times each fiscal year. To the extent feasible, the
21 Council shall hold those meetings at equal intervals during the year.

22 (b) The Mayor shall appoint the initial members of the Council by June 30 May 1, 2015. The
23 Mayor shall invite the Superintendent to nominate the initial School District members by May 30 April
24 4, 2015. Groups given the authority to recommend public members as provided in Section 4 shall make
25

1 their initial recommendations by ~~May 30~~ April 1, 2015. The Mayor shall make the appointment
2 process as open and transparent as possible.

3
4 **SEC. 102.6. FUNCTIONS AND DUTIES.**

5 (a) The functions and duties of the Council shall be as provided in Charter Section 16.127-5.

6 (b) The Council shall determine and establish working groups to assist in the performance of
7 its functions and duties. The Mayor may invite additional City and School District staff, and
8 community members, to participate in the working groups. The Council shall consider
9 establishing initial working groups in the following areas; such as, but not limited to; education,
10 health, safety, and housing. Working groups may also address data-driven issues such as:
11 Closing the achievement gap; increasing economic mobility; improving transit and street safety; and
12 increasing housing stability and sustainability; and open space and land use.

13 (c) Charter Section 16.127-6(c) makes it the policy of the City to provide sufficient
14 funding and administrative support for the Council and Council Staff to perform their functions.
15 Charter Section 16.127-6(a) provides that subject to the fiscal and budgetary provisions of the
16 Charter, the City shall provide staff to the Council ("Council Staff") for administrative,
17 organizational, policy, and research support. Funding for Council Staff shall come from the
18 General Fund; provided, however, that SFUSD, participating City departments, and members
19 of the public may provide additional support and contributions. The Mayor's Office shall
20 provide staff and administrative support for the Council.

21
22 **SEC. 102.7. CHILDREN AND FAMILIES PLAN.**

23 (a) Charter Section 16.127-5(b) requires the Council to prepare a San Francisco Children and
24 Families Plan ("the Plan") to coordinate services provided to children, youth, and families by City

1 departments, the School District, and community partners, and to maximize support for children,
2 youth, and families in San Francisco.

3 (b) The Plan shall consider the following elements:

4 (1) Ease of access for children, youth and families in receiving services;

5 (2) Educational milestones developed by SFUSD and youth development
6 milestones developed by the Department of Children, Youth, and Their Families ("DCYF") and
7 the Council;

8 (3) Existing quality of service benchmarks established by City and SFUSD
9 departments;

10 (4) Framework for a basic needs infrastructure, including, but not limited to,
11 housing, transit, and job placement resources; and,

12 (5) Fairness in prioritizing the delivery of services to the children, youth, and
13 families with the most need. The Plan shall also include an equity analysis of services and
14 resources for children, youth, and families.

15 (c) ~~(b)~~ In preparing the Plan and subsequent updates, the Council shall identify and use
16 relevant success indicators based on data, such as, but not limited to:

17 (1) The increase in the number of school-aged children and youth (ages 5-18) and
18 the number children ages 0 to 5 years in San Francisco that are thriving;

19 (2) The increase in the number of children ages 0 to 5 years enrolled in quality
20 early care and education services, with a focus on children from low-income households;

21 (3) ~~(2)~~ The increase in the number of graduates of the San Francisco Unified School
22 District who continue on to higher education or the workforce;

23 (4) ~~(3)~~ The increase in housing stability for families the number of family housing
24 units in San Francisco; and,

1 (5) (4) The increase in the number of families that transition out of poverty in San
2 Francisco.

3
4 Section 2. Effective Date. This ordinance shall become effective 30 days after
5 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
6 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
7 of Supervisors overrides the Mayor's veto of the ordinance.

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9 APPROVED AS TO FORM:
10 DENNIS J. HERRERA, City Attorney

11
12 By: _____
13 THOMAS J. OWEN
14 Deputy City Attorney

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