

File No. 160017

Committee Item No. 4

Board Item No. \_\_\_\_\_

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date January 14, 2016

Board of Supervisors Meeting

Date \_\_\_\_\_

**Cmte Board**

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Legislative Analyst Report
- Youth Commission Report
- Introduction Form (for hearings)
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
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- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

**OTHER** (Use back side if additional space is needed)

- Info sheet
- Appointment Memos
- Vacancy Notice
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
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- \_\_\_\_\_
- \_\_\_\_\_

Completed by: Derek Evans Date January 11, 2016  
Completed by: \_\_\_\_\_ Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document can be found in the file.

# MEMORANDUM

**TO:** Rules Committee Clerk  
**FROM:** Hillary Ronen  
**DATE:** 12/9/15  
**SUBJECT:** Appointment by Supervisor Campos

Please be advised that Supervisor Campos has selected Dolores Terrazas to be appointed to the San Francisco Child Care Planning & Advisory Council.

This appointment will fill seat 9.

Dolores Terrazas' work address is:

362 Capp Street  
San Francisco, CA 94110

For Clerk's office use only:

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Seat #: \_\_\_\_\_ Term expiration date: \_\_\_\_\_ Seat Vacated: \_\_\_\_\_



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: San Francisco Child Care Planning & Advisory Council

Seat # or Category (If applicable): Provider District: 9

Name: Dolores Terrazas

Home Address: Zip:

Home Phone: Occupation:

Work Phone: 415-920-0122 Employer: Mission Neighborhood Centers

Business Address: 362 Capp Street Zip: 94110

Business E-Mail: Dolores.Terrazas@mncsf.org Home E-Mail:

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [ ] No [x] If No, where registered: Alameda

Resident of San Francisco [ ] Yes [x] No If No, place of residence:

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

As a 2nd generation native San Franciscan, born and raised in the Mission district, who lived in the City for 45 years and was out priced of purchasing a home, I am not unfamiliar with the neighborhood dynamics of the population groups and business interest that help form the City's vibrant make up. Equally speaking, I am acutely aware of the economic disparities that currently are shifting City services, and thus City priorities. I have spent most of my professional life working in San Francisco on issues related to mitigating the problems of poverty, access and education to all San Franciscans. I currently am the division director of a large early education provider in San Francisco, and adjunct faculty at City College of San Francisco. I do both of these jobs because I recognize that it will facilitate an easler access point for children and their families as they trek through the many systems and structures if the formative years are had in environments that share a vision for preparedness and readiness for success. For adult students interested in becoming ECE providers I work with the intent of ensuring that they see an opportunity for themselves in a City and community that will value their work and contribution. I am not unfamiliar in working for and with the distinct classification of individuals listed in Charter section 4.101 (a)1. The beauty of having been born and raised and working in San Francisco most of my professional life, provides me with the opportunity to have diversity be part of the mainstream of services and work approach in all that I do. The distinctions listed in this section are to identify the distinctions of services that would best meet the needs of the communities rather than signal them out or segregate them as different services.

**Business and/or professional experience:**

I have experience working both at the local and national level on policy and program design. My expertise is in the field of early education but with a wide breath of leadership, organizational design, content expertise and policy.

Having lived and worked in SF for many years, and form relationships throughout the past 30 years affords me the privilege to network more easily across the City for mutually beneficial outcomes for children and their families.

I have an understanding of fund development and have brought additional resources and dollars to the the current agency i am employed with (Mission Neighborhood Centers, Inc.). Additionally, I am resourceful enough in my networks to access resources that otherwise would not be available to the organization from a national perspective, allowing for San Francisco and the ECE community to benefit from a broader pool.

**Civic Activities:**

I have also served on several boards and committee's in the City, ie., The Museum of Fine Arts, Children's Book Press, La Raza Information Center, Mission Cultural Center to name a few.

I am a registered voter and have also participated in several presidential campaigns as well as contributed to several local campaigns as well.

Have you attended any meetings of the Board/Commission to which you wish appointment?      Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. *(Applications must be received 10 days before the scheduled hearing.)*

Date: 11/16/2015      Applicant's Signature: (required) Dolores G. Terrazas

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

President, Board of Supervisors  
District 5



City and County of San Francisco

LONDON N. BREED

MEMORANDUM

RECEIVED  
CITY AND COUNTY OF SAN FRANCISCO  
2015 DEC 16 PM 3:04

**TO:** Rules Committee Clerk  
**FROM:** Conor Johnston  
**DATE:** December 16, 2015  
**SUBJECT:** Appointment by Supervisor Breed

Please be advised that Supervisor Breed has selected Gretchen Ames to be appointed to the San Francisco Child Care Planning & Advisory Council.

This appointment will fill seat 5.

Gretchen Ames' address is:

San Francisco, CA

For Clerk's office use only:

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Seat #: \_\_\_\_\_ Term expiration date: \_\_\_\_\_ Seat Vacated: \_\_\_\_\_

Save Form

Print Form



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: CPAC

Seat # or Category (If applicable): Seat 5 District: 5

Name: Gretchen Ames

Home Address: [Redacted] Oak Street San Francisco, CA Zip: 94102

Home Phone: [Redacted] Occupation: Educator (faculty & program manager)

Work Phone: 415 405-3949 Employer: San Francisco State Univesity

Business Address: SFSU, GYM 109 1600 Holloway Ave SF, CA Zip: 94132

Business E-Mail: games@sfsu.edu Home E-Mail: [Redacted]

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [checked] No [ ] If No, where registered: \_\_\_\_\_

Resident of San Francisco [checked] Yes [ ] No [ ] If No, place of residence: \_\_\_\_\_

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I am deeply familiar with the current issues facing young children, families and educators from the classroom to the policy level in our city. I live in District 5 and was recently a site supervisor of, and classroom teacher in, a child care center serving low-income families in the Western Addition, so I am particularly aware of the issues and challenges faced by children, families and educators our district. I also teach adults who work with young children at San Francisco State University, so I see the issues from a local and city-wide perspective. I am in the process of completing my doctoral work at Mills college, where I will soon be earning my EdD in Educational Leadership with a focus on early childhood. As a result of these multiple roles and experiences, I am very well aware of what the challenges and opportunities associated with developing high quality education programs, both from the perspective of the funders and from the perspective of the educators and administrators in the field. I have committed my life to this work and it would be an honor to serve my district.

**Business and/or professional experience:**

I have been involved in the field of early childhood education for over 20 years, but since moving to San Francisco in 2004, I have held many positions and been involved in planning and policy in a variety of ways. In my role as program officer at the Low Income Investment Fund, I was responsible for managing a grant portfolio as well as developing programs and infrastructure to support high quality educational settings for young children. In this role, I provided leadership and support for grantmaking and provided a great deal of technical assistance to grantees. In my role at Gateway to Quality, I was responsible for creating, overseeing, and implementing all components (from outreach through final evaluation) of customized on-site coaching, technical assistance, and training services to support quality improvement in the licensed child care settings across San Francisco.

**Civic Activities:**

I have been actively involved with the Childcare Planning and Advisory Council (CPAC). Since 2005 I have been an active participant in the general membership meetings, and the Workforce Subcommittee, and other committees where needed. For example I helped create, then co-chair the Quality Subcommittee, where we examined ways to align systems to better support the early childhood field to help close the opportunity gap for our youngest children. I also facilitated, and have been an active participant in, our local Citywide Child Care Planning process. In these roles I have worked closely with city and county agencies, other high-level public officials, the Mimi and Peter Haas Fund, the school district as well as City College and San Francisco State University.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (*Applications must be received 10 days before the scheduled hearing.*)

Date: 9/13/2015 Applicant's Signature: (required) Gretchen Ames

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## VACANCY NOTICE

### CHILD CARE PLANNING AND ADVISORY COUNCIL (CPAC)

Replaces All Previous Notices

NOTICE IS HEREBY given of the following vacancies:

Vacant seat 1, succeeding Karen Burch, term expired, must be a nominee of the District 1 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for the unexpired portion of a three-year term ending September 14, 2017.

Vacant seat 3, succeeding Candace Wong, term expiring on March 19, 2015, must be a nominee of the District 3 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2018.

Vacant seat 5, succeeding Natalie Kriger, resigned, must be a nominee of the District 5 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2018.

Vacant seat 9, succeeding Allison Cuentos, resigned, must be a nominee of the District 9 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2018.

Vacant seat 10, succeeding Roslyn Mardis, resigned, must be a nominee of the District 10 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for the unexpired portion of a three-year term ending March 19, 2016.

Vacant seat 11, succeeding Barbara Manzanaras, term expired, must be a nominee of the District 11 Supervisor and represent one of the following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for the unexpired portion of a three-year term ending September 14, 2017.

Vacant seat 12, succeeding Michele Rutherford, term expiring on March 19, 2015, must be nominated by the President of the Board of Supervisors and represent one of the

following categories: consumers, child care providers, discretionary, community representatives, or public agency representatives, for a three-year term ending March 19, 2018.

***The following seat qualification categories are available:***

- ***Three (3) "Consumer"***
- ***Three (2) "Child Care Provider"***
- ***One (1) "Community Representative"***
- ***One (1) "Public Agency Representative"***

**Seat Qualification Definitions:** Pursuant to San Francisco Administrative Code, Section 5.200(e), and California Education Code, Section 8499.3, the membership of the Child Care Planning and Advisory Council requires a percentage balance of the overall membership consisting of members from each of the following categories:

- (i) **Consumers:** The list of qualified individuals for nomination and appointment may include members of the following: parents, guardians, or caretakers with varied income levels who use child care and/or early education services, including but not limited to clients of publicly subsidized programs, such as CalWORKS, and other child care programs funded through the San Francisco Human Services Agency, California Department of Education, Head Start, or Preschool for All (20% or five members).
- (ii) **Child Care Providers:** The list of qualified individuals for nomination and appointment must include a representative from Head Start, and may include members of the following: private and subsidized child care providers, including but not limited to private centers and family day care homes, a Title 5 program, a school age program, Head Start, or Preschool for All (20% or five members).
- (iii) **Discretionary:** The list of qualified individuals for nomination and appointment must include a representative from one of the County's resource and referral agencies and may include members of the following: the public at large and/or any of the other categories, or outside of these categories at the discretion of the appointing agencies (20% or five members).
- (iv) **Community Representatives:** The list of qualified individuals for nomination and appointment may include members of the following: parent advisory councils of public and private child care programs; associations of child care providers, family child care providers, and Head Start; City College of San Francisco, San Francisco State University, or public interest organizations, including but not limited to the Child Care Law Center, Low Income Investment Fund community organizations, members of labor organizations, and local businesses that fall within the definition of "community representative," as described in San Francisco Administrative Code, Section (e)(1)(B); and other community and public agency representatives that deal with child care (20% or five members).

- (v) **Public Agency Representatives:** The list of qualified individuals for nomination and appointment must include representatives from two of the following agencies: Department of Children, Youth, and Their Families, Human Services Agency, San Francisco Children and Families Commission, Community Care Licensing, Department of Public Health, Recreation and Park Department, Mayor's Office of Community Investment, San Francisco Housing Authority, or other entities (20% or five members).

Reports: None.

Sunset Date: None.

Additional information related to the Child Care Planning and Advisory Council may be obtained by reviewing San Francisco Administrative Code, Section 5.200, at <http://www.sfbos.org/sfmunicodes> or California Education Code, Sections 8499.3-8499.7, at <http://leginfo.legislature.ca.gov/>.

Half of the Advisory Council members are appointed by the Board of Supervisors and half are appointed by the San Francisco Board of Education. Applicants interested in a seat on the Advisory Council, including those appointed by the Board of Education, may contact Erica Maybaum, CPAC Coordinator, at [erica.maybaum@sfgov.org](mailto:erica.maybaum@sfgov.org) for current information on seat qualifications and vacancies.

Interested persons may obtain an application from the Board of Supervisors website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be residents of San Francisco, unless otherwise stated.

**Next Steps:** Applicants who are nominated by a Supervisor and meet minimum qualifications will be contacted by the Rules Committee Clerk once the Chair of the Rules Committee determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the hearing and applicants may be asked to state their qualifications. The appointment(s) of individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

*Please Note: Depending upon the posting date, these vacancies may have already been filled. To determine if vacancies for this Advisory Council are still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-4447.*

  
for Angela Calvillo  
Clerk of the Board

DATED/POSTED: February 17, 2015

San Francisco  
BOARD OF SUPERVISORS

Date Printed: February 6, 2015

Date Established: November 20, 1995

Active

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**CHILD CARE PLANNING AND ADVISORY COUNCIL 2003**

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**Contact and Address:**

Erica Maybaum

San Francisco, CA 94102

Phone: (415) 236-2722

Fax: (650) 542-3217

Email: erica.maybaum@sfgov.org

**Authority:**

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Administrative Code, Article XX, Section 5.200; Administrative Code, Section 10.100-367; and California Education Code, Section 8499.3-8499.7 (Ordinance Nos. 362-95, 118-99, 192-99, 31-00, 6-03, and 49-10)

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**Board Qualifications:**

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The Child Care Planning and Advisory Council consists of twenty-five (25) members. The Board of Supervisors appoints twelve (12) members: one (1) nominated by each individual member of the Board, and approved by the full Board; and one (1) nominated by the President of the Board. The Board of Education or County Superintendent of Schools, if the Board of Education delegates the appointment power to him/her, shall also appoint twelve (12) members. One (1) member shall be jointly appointed by the Board of Supervisors and the Board of Education, or the County Superintendent of Schools, if the Board of Education delegates the appointment power to him/her.

The members appointed by the Board of Supervisors shall be representative of the following categories:

- A) "Consumers" - Parents, guardians or caretakers with varied income levels who use child care and/or early education services, including but not limited to clients of publicly subsidized programs such as CalWORKS, and other child care programs funded through the San Francisco Human Services Agency, the California Department of Education, Head Start or Preschool for All;
- B) "Child Care Providers" - Private and subsidized child care providers including, but not limited to, from a private center, from a family day care home, a Title 5 program, a school age program, from a Head Start center and from a Preschool for All site;
- C) "Discretionary" - Representatives of the public at-large and/or representatives from any of the

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"R Board Description" (Screen Print)

San Francisco  
BOARD OF SUPERVISORS

other categories, or outside of these categories at the discretion of the appointing agencies;

D) "Community Representatives" - Parent advisory councils of public and private child care programs; associations of child care providers, family child care providers and Head Start; City College of San Francisco, San Francisco State University, public interest organizations including, but not limited to, the Child Care Law Center, Low Income Investment Fund community organizations, members of labor organizations and local businesses that fall within the definition of "community representative" as described in Subsection (d)(1) (B) and other community and public agency representatives that deal with child care; and

E) "Public Agency Representatives" - Representative from two of the following agencies: the Department of Children, Youth and Their Families, Human Services Agency, San Francisco Children and Families Commission, Community Care Licensing, Department of Public Health, Recreation and Park Department, Mayor's Office of Community Investment and San Francisco Housing Authority, or other entities.

The Council is established to advise the Board of Supervisors, the Mayor, the San Francisco Children and Families Commission and, with their consent, the Board of Education and the Superintendent of Schools about child care issues. The Council will serve as a representative advisory and planning body to maintain, expand and improve local child care services. The Council will provide links between government and the community, and will work to maximize the amount and impact of local state, federal and private resources and funding for child care in San Francisco. Powers and Duties are outlined in Administrative Code, Section 5.200.

All terms shall be for three years. Members may serve for up to two consecutive terms, and may be re-appointed after one year off the Council. No terms served prior to March 8, 2010, shall be counted towards the term limit for Council members. A member appointed to serve a term of two years or less, including the initial term provided in the preceding paragraph, shall not be deemed to have served a full term for purposes of this term limit.

Reports: None referenced.

Compensation: Upon approval by the Council, each member who is not otherwise compensated to attend meetings may receive a stipend of no more than \$50 per meeting, not to exceed \$300 annually, exclusively from funds provided to the Council by the State of California.

Sunset date: None referenced.