

**SAN FRANCISCO CHILDREN AND FAMILIES COMMISSION  
MEETING MINUTES**

**DATE:** Wednesday, March 6, 2024

**TIME:** 4:30pm – 6:30pm

**PLACE:** 1650 Mission Street, Suite 312, San Francisco, CA 94103

**PUBLIC ACCESS (if not attending in person)**

**[COMMISSION MEETING ZOOM LINK](#)**

**Zoom Public Access Number:** +1 669 900 6833 US (San Jose) +1 669 444 9171 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 719 359 4580 US +1 253 205 0468 US +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC)

**Webinar ID:** 834 3101 7515

**Public Comment Email:** [sfdec@sfgov.org](mailto:sfdec@sfgov.org)

1. Call to order

2. Roll call

Present: Chair Malawa, Commissioner Crawford, Commissioner Lambert, Commissioner Su, Commissioner Winograd, Commissioner Armstrong

Absent: Supervisor Melgar, Commissioner Miller

3. General public comment

Janis Conallon w/ Safe and Sound: I have a quick report, I would like to extend our thanks to Deputy Director Zighera, who participated in our Family Services Week last week. By participating in a roundtable discussion about childcare for children with special healthcare needs. We were really grateful for the dynamic conversation between families, policy makers and other leaders in the city. We want to keep our eye on the budget we are looking at what we think is a \$1.2 million difference. It's a drop in what FRC have been using to meet basic needs and as we know needs have been increasing. That money is really important, so we will continue to have that conversation. The figure might change but that's what it looks like right now, we appreciate your attention to that.

Maria w/ Parent Voices: We would like to thank the Commission for this opportunity to speak, and I know this is a commission meeting and I know you can't answer questions from the public. But we have questions about the process of giving public comment. Because we feel that giving public comment at the beginning has its pluses but also its minuses. We do not know what we are going to comment on, if you discuss something and we have something to say about it that kind of gets lost. We hope that there is somehow another opportunity to give public comment on specific agenda items instead of just at the beginning. At the last meetings the parents were like "what that's it".

Dr. Joana Quiroz w/ Felton Institute: I would like to underscore the critical importance of continued investment and partnerships between ECE and FRC providers. As you know these 2 pillars form the foundation of a robust system of care and safety net for families in our community. We know that ECE programs lay the groundwork for a child's future providing essential ECE experiences that are fundamental for their growth and their development. Meanwhile FRC centers offer invaluable support and resources to families ensuring that they have access to assistance and services that they need in order to thrive. By investing in and fostering partnerships between ECE and FRC we are not only investing in the wellbeing of our children but also the strength and resilience of our entire community. Focusing on these 2 generations creates a holistic support system that uplifts families and empowers them to overcome challenges, achieve their goals and contribute positively to society. Today we urge you to restore the 1.2 million in the DEC budget for family support services.

4. Agenda Item public comment
5. Discussion and possible action to approve the January 10, 2024 meeting minutes (Action item) [Commissioners provided with the following: draft minutes] Commissioner Lambert moves, and Commissioner Crawford seconded. Motion passed unanimously.
6. Update on Child Family Well-being Division's Request for Grant Applications and Corresponding June Contract Approvals (Discussion item)
7. Discussion and possible action to waive the presentation and 10-day notice rule of order as required by Commission by-laws to be able to approve Bylaws and Policy and Procedure Updates. (Action item) Commissioner Lambert moved and Commissioner Winograd seconded. Motion passed unanimously.
8. Discussion and possible action to approve updated Bylaws (Action item) [Commissioners provided with the following: updated Bylaws] Commissioner Su moved and Commissioner Lambert seconded. Motion Passed Unanimously.
9. Discussion and possible action to approve Policy and Procedure Guide (Action item) [Commissioners provided with the following: Policy and Procedure Guide] Commissioner Lambert moves, and Commissioner Crawford. Commissioner Su and Chair Malawa requested a public comment agenda item from staff in an upcoming meeting. Motion passed unanimously.
10. Discussion and possible action to approve Policy and Procedure Manual section updates (Action item) [Commissioners provided with the following: updated Policy and Procedure sections] Commissioner Su moved and Commissioner Crawford seconded. Motion passed unanimously.
11. Commissioner updates

Chair Malawa: Form 700 and Ethics Trainings are due soon. If any commissioner does not turn it in on time, Children and Families Commission is charged \$100 for a day for each late submission. Please see Arianna if you are unsure how to complete that process.

Commissioner Armstrong: Maternal, Child and Adolescent Health is kicking off a needs assessment. The Title V Block Grant MCAH Needs Assessment plays a crucial role in assisting states to identify and address the most critical needs among women, infants, children, and adolescents with special health care needs. Title V Local Needs Assessment data will be available in April. Community input about local health problems will play a pivotal role in the prioritization of 15 health problems, which will be reported to the California Department of Public Health (CDPH) in June 2024. The 15 health problems will set the stage for the State Title V 5-Year Scope of Work.

Commissioner Lambert: I attended the DCYF Family Resource Fair at the County Fair building, and it was phenomenal. Many resources, providers, CBO's, summer activities and city departments were in attendance. Maria's team did such a great job, and the city is a great place to raise families.

## 12. Executive Director updates

Executive Director Mezquita: DEC reinforced Mayor Breed's Children and Family Recovery Plan strategies. At a press conference held at the Good Samaritan, Mayor Breed and Supervisor Melgar uplifted DEC's impact on young children, families, and the system of care, highlighting the importance of the city's investments in child, family, and ECE workforce support.

## 13. Adjourn

## Know Your Rights

### PUBLIC RECORDS REQUESTS

Every City Department must provide members of the public with timely and transparent access to public records and information under the [San Francisco Sunshine Ordinance](#) and the [California Public Records Act](#).

For questions about DEC's public information request policy or to make a public records request please email [dec.publicrecords@sfgov.org](mailto:dec.publicrecords@sfgov.org).

### SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact: Sunshine Ordinance Task Force Administrator.

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Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org). Copies of explanatory documents are available to the public online at <http://www.sfbos.org/sunshine> or, upon request to the Commission Secretary, at the above address or phone number.

### LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish, and/or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary Arianna Cruz-Sellu at [arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org) or (628) 652-3058, at least 48 hours in advance of the hearing. Late requests will be honored if possible.

## DISABILITY ACCESS

Children and Families Commission hearings and Early Childhood Community Oversight and Advisory Committee hearings are held at 1650 Mission Street, 3<sup>rd</sup> floor, San Francisco. The building and meeting room are wheelchair accessible. Remote public participation is available upon request for individuals who cannot attend in person due to disability. Making a request to participate remotely no later than one (1) hour prior to the start of the meeting helps ensure availability of the meeting link. Sign Language Interpretation is also available upon request. Captions can be enabled if participating remotely.

If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of four (4) business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact Arianna Cruz-Sellu at [arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org) or (628) 652-3058.

## LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: [sfgov.org/ethics](http://sfgov.org/ethics).

## 認識您的權利

### 索取公共記錄

根據《三藩市陽光條例》([San Francisco Sunshine Ordinance](#)) 及《加州公共記錄法案》([California Public Records Act](#))，每個市政部門都必須為公眾提供及時和透明的公共記錄和訊息。

如對「早期幼兒教育部」的索取公共記錄政策有任何疑問，或欲索取公共記錄，請發送電子郵件至 [dec.publicrecords@sfgov.org](mailto:dec.publicrecords@sfgov.org)。

### 《陽光條例》

政府的職責是服務大眾，並在大眾的監督下作出決定。設立市縣的委員會、董事會、理事會和其他機構的目的，是為市民處理事務。此條例確保審議工作是在市民的監督下進行，並確保城市的運作能公開給市民審查。欲了解根據《陽光條例》下您所擁有的權利（《三藩市行政法典》第 67 章）或舉報違反條例的行為，請聯絡：「陽光條例專案小組」負責人。

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《陽光條例》的副本可向「陽光條例專案小組」職員或三藩市公共圖書館索取，以及在市政府網站 [www.sfgov.org](http://www.sfgov.org) 查閱。大眾可於網上查閱附帶說明的文件副本（網址：<http://www.sfbos.org/sunshine>），或透過上述地址或電話號碼向委員會秘書索取。

### 語言便利服務

根據《語言便利條例》（《三藩市行政法典》第 91 章），我們可按要求提供中文、西班牙文及/或菲律賓文（他加祿語）的口譯服務。會議記錄在獲得委員會通過後可翻譯成所要求的語言。我們將盡可能提供其他語言的協助。欲要求相關的協助服務，請於聽證會前至少 48 小時，聯絡委員會秘書 Arianna Cruz-Sellu（電郵地址：[arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org)），或致電 (628) 652-3058。對於遲來的請求，我們將盡可能配合。

## 便利殘障人士服務

「兒童及家庭委員會」聽證會及「早期幼兒社區監督和諮詢委員會」聽證會於以下地點舉行：1650 Mission Street, 3<sup>rd</sup> floor, San Francisco。大樓及會議室均方便輪椅人士出入。對於因殘障而無法親自出席會議的人士，我們可應要求提供遠程公眾參與服務。請最遲在會議開始前一 (1) 小時提出遠程參與要求，有助確保我們能夠提供會議連結。我們也可應要求提供手語翻譯。遠程參與的人士也可以啟動字幕。

如要求遠程手語翻譯，請在會議開始前至少四 (4) 個辦公小時提交有關安排的要求。對於所有其他安排的要求（如其他輔助設備和服務），請至少在 48 個辦公小時前提出，有助確保我們能夠配合。欲要求便利性安排，請聯絡委員會秘書 Arianna Cruz-Sellu（電郵地址：[arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org)），或致電 (628) 652-3058。

## 《遊說條例》

《三藩市遊說條例》[三藩市推廣及政府行為準則 2.100] 規定，影響或試圖影響地方立法或行政行動的個人和實體在進行遊說活動前，可能需要作出登記及通知。欲了解《遊說條例》的詳情，請聯絡「三藩市道德委員會」，地址：25 Van Ness Avenue, Suite 220, San Francisco, CA 94102，電話：(415) 252-3100，傳真：(415) 252-3112，  
網站：[sfgov.org/ethics](http://sfgov.org/ethics)。

## Conozca sus derechos

### SOLICITUDES DE REGISTROS PÚBLICOS

Todos los departamentos municipales deben proporcionarles a los ciudadanos un acceso oportuno y transparente a los registros públicos y a la información de conformidad con la [Ordenanza Sunshine de San Francisco](#) y la [Ley de Registros Públicos de California](#).

Si tiene preguntas sobre la política de solicitud de información pública de DEC o si desea realizar una solicitud de registros públicos, por favor envíe un email a [dec.publicrecords@sfgov.org](mailto:dec.publicrecords@sfgov.org).

### ORDENANZA SUNSHINE

El deber del gobierno es servir al público, tomando sus decisiones a la plena vista del público. Las comisiones, juntas, consejos y otras agencias de la Ciudad y el Condado existen para conducir los asuntos de los ciudadanos. Esta ordenanza garantiza que las deliberaciones se lleven a cabo ante el pueblo y que las operaciones de la Ciudad estén abiertas a la revisión por parte de la población. Para obtener información sobre sus derechos de conformidad con la Ordenanza Sunshine (Capítulo 67 del Código Administrativo de San Francisco) o para denunciar una infracción de la ordenanza, por favor póngase en contacto con: Administrador del Grupo de Trabajo de la Ordenanza Sunshine.

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Se pueden obtener copias de la Ordenanza Sunshine con el secretario del Grupo de Trabajo de Sunshine, en la Biblioteca Pública de San Francisco y en el sitio web de la Ciudad en [www.sfgov.org](http://www.sfgov.org). Las copias de los documentos explicativos están a disposición del público por Internet en <http://www.sfbos.org/sunshine> o, previa solicitud al Secretario de la Comisión, en la dirección o el número de teléfono indicados anteriormente.

### ACCESO LINGÜÍSTICO

De acuerdo con la Ordenanza de Acceso Lingüístico (Capítulo 91 del Código Administrativo de San Francisco), se dispondrá de intérpretes de chino, español y/o filipino (tagalo) si así se solicita. Las actas de las reuniones podrán traducirse, si así se solicita, una vez que hayan sido adoptadas por la Comisión. Siempre que sea posible, se podrá ofrecer asistencia en otros idiomas. Para solicitar asistencia con estos servicios, por favor póngase en contacto con la Secretaria de la Comisión Arianna Cruz-Sellu escribiendo a

[arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org) o llamando al (628) 652-3058 al menos 48 horas antes de la audiencia. En la medida de lo posible, se atenderán las solicitudes presentadas con retraso.

#### ACCESO PARA DISCAPACITADOS

Las audiencias de la Comisión de Niños y Familias y las audiencias del Comité Asesor y de Supervisión Comunitaria de la Primera Infancia se celebran en 1650 Mission Street, 3<sup>er</sup> piso, San Francisco. El edificio y la sala de reuniones son accesibles en silla de ruedas. La participación del público a distancia está disponible previa solicitud para las personas que no pueden asistir en persona debido a una discapacidad. Solicitar la participación a distancia a más tardar una (1) hora antes del inicio de la reunión ayuda a garantizar la disponibilidad del enlace de la reunión. También se ofrece interpretación en lenguaje de señas previa solicitud. Se pueden activar los subtítulos si se participa a distancia.

Si solicita interpretación a distancia en lenguaje de señas, envíe una solicitud de adaptación con un mínimo de cuatro (4) horas laborables de anticipación al inicio de la reunión. Para el resto de las solicitudes de adaptación (por ejemplo, para otras ayudas y servicios auxiliares), se requiere un mínimo de 48 horas laborables de anticipación, lo que contribuye a garantizar su disponibilidad. Para solicitar una adaptación, por favor póngase en contacto con Arianna Cruz-Sellu escribiendo a [arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org) o llamando al (628) 652-3058.

#### ORDENANZA DE CABILDEO

Las personas y entidades que influyen o intentan influir en la acción legislativa o administrativa local pueden estar obligadas por la Ordenanza de Cabildeo de San Francisco [Código de Conducta Gubernamental y Campaña de San Francisco 2.100] a registrarse y notificar las actividades de cabildeo. Para obtener más información sobre la Ordenanza de Cabildeo, por favor póngase en contacto con la Comisión de Ética de San Francisco en 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, página web: [sfgov.org/ethics](http://sfgov.org/ethics).

## Alamin ang Inyong mga Karapatan

#### MGA PAGHILING NG MGA PAMPUBLIKONG RECORD

Kailangang magbigay ang bawat Departmento ng Lungsod ng napapanahon at transparent na access sa mga pampublikong record at impormasyon sa ilalim ng [San Francisco Sunshine Ordinance](#) at ng [California Public Records Act](#).

Para sa mga tanong tungkol sa patakaan ng DEC sa paghiling ng pampublikong impormasyon o para humiling ng pampublikong record, mag-email sa [dec.publicrecords@sfgov.org](mailto:dec.publicrecords@sfgov.org).

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Tungkulin ng pamahalaan na paglingkuran ang publiko, na gumagawa ng desisyon nang ganap na nakikita ng publiko. Nariyan ang mga komisyon, lupon, konseho, at iba pang ahensya ng Lungsod at County para pangasiwaan ang negosyo ng mga tao. Tinitiyak ng ordinansang ito na isinasagawa ang mga pagdedesiyon sa harap ng mga tao at bukas para sa pagsusuri ng mga tao ang mga operasyon ng Lungsod. Para sa impormasyon tungkol sa inyong mga karapatan sa ilalim ng Sunshine Ordinance (Kabanata 67 ng San Francisco Administrative Code) o para mag-ulat ng paglabag sa ordinansa, makipag-ugnayan sa: Sunshine Ordinance Task Force Administrator.

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Puwedeng kumuha ng mga kopya ng Sunshine Ordinance mula sa Clerk ng Sunshine Task Force, sa Pampublikong Aklatan ng San Francisco, at sa website ng Lungsod sa [www.sfgov.org](http://www.sfgov.org). Available online sa publiko ang mga kopya ng mga dokumento ng paliwanag sa <http://www.sfbos.org/sunshine> o, kung hiniling sa Kalihim ng Komisyon, sa address o numero ng telepono sa itaas.

#### ACCESS SA WIKA

Batay sa Language Access Ordinance (Kabanata 91 ng San Francisco Administrative Code), magiging available kung hiniling ang mga tagasalin sa wikang Chinese, Spanish, at/o Filipino (Tagalog). Puwedeng isalin ang Mga Katitikan ng Pagpupulong, kapag hiniling, pagkatapos pagtabayin ng Komisyon ang mga ito. Puwedeng tanggapin ang tulong sa

mga karagdagang wika kapag posible. Para humiling ng tulong sa mga serbisyong ito, makipag-ugnayan sa Kalihim ng Komisyon na si Arianna Cruz-Sellu sa [arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org) o sa (628) 652-3058 kahit 48 oras bago ang pagdinig. Tatanggapin ang mga nahuling paghiling kapag posible.

#### **ACCESS PARA SA MAY KAPANSANAN**

Isinasagawa ang mga pagdinig ng Children and Families Commission at mga pagdinig ng Early Childhood Community Oversight and Advisory Committee sa 1650 Mission Street, 3<sup>rd</sup> floor, San Francisco. May access para sa wheelchair ang gusali at silid para sa pagpupulong. Kapag hiniling, available ang remote na pampublikong pakikilahok para sa mga indibidwal na hindi makakadalo nang personal dahil sa kapansanan. Nakakatulong ang paghiling na lumahok nang remote kahit isang (1) oras bago ang pagsisimula ng pagpupulong para masigurado ang pagiging available ng link ng pagpupulong. Available din ang Sign Language Interpretation kapag hiniling. [Puwedeng i-enable ang mga caption](#) kung remote na lalahok.

Kung hihiling ng remote na Sign Language Interpretation, magsumite ng kahilingan para sa tulong nang hindi bababa sa apat (4) na oras ng negosyo bago ang pagsisimula ng pagpupulong. Nakakatulong ang paglalaan ng minimum na 48 oras ng negosyo para sa lahat ng iba pang kahilingan para sa tulong (halimbawa, para sa iba pang auxiliary aid at serbisyo) para masigurado ang pagiging available nito. Para humiling ng tulong, makipag-ugnayan kay Arianna Cruz-Sellu sa [arianna.cruz-sellu@sfgov.org](mailto:arianna.cruz-sellu@sfgov.org) o sa (628) 652-3058.

#### **LOBBYIST ORDINANCE**

Ang mga indibidwal at entity na nakakaimpluwensya o sinusubukang makaimpluwensya ng lokal na lehislatibo o administratibong aksyon ay posibleng atasan ng San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] na magparehistro at mag-ulat ng aktibidad sa pag-lobby. Para sa higit pang impormasyon tungkol sa Lobbyist Ordinance, makipag-ugnayan sa San Francisco Ethics Commission sa 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: [sfgov.org/ethics](http://sfgov.org/ethics).



**TBA**, Commission Chair  
**Zea Malawa**, Commission Vice Chair  
**Ingrid Mezquita**, Executive Director

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