



HOW TO GET THAT APPOINTMENT



City and County of San Francisco
Department on the Status of Women
Mayor Gavin Newsom *Executive Director Emily M. Murase, PhD*

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INTRODUCTION

About this Publication

Commissions and boards are an important and influential component of San Francisco City & County government. Their members have the opportunity to create public policy, as well as gain access to the highest levels of City & County government, develop networks, and represent their own constituencies and perspectives. This publication provides an annotated listing of commissions and boards that operate within the City & County of San Francisco. These entities not only help the legislative and executive branches create public policy; they are also stepping stones for further leadership positions, including elected office. Therefore, it is important that a diverse array of people serve on these bodies to not only ensure that all San Franciscans and their concerns are represented in policy-making, but also to create a diverse leadership pipeline in the City & County of San Francisco.

History of the Commission and Department on the Status of Women

The United Nations Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), adopted in 1979 by the United Nations General Assembly, is often described as an international bill of rights for women. In the United States, CEDAW was signed by President Jimmy Carter in 1980, but has languished in the U.S. Senate unratified for over 30 years. In 1998, San Francisco did what the U.S. government had failed to do and became the first city in the world to pass a local ordinance reflecting the principles of CEDAW. San Francisco's local ordinance focuses on health care, employment, economic development, educational opportunities, and violence against women and girls.

The Commission on the Status of Women implements the local CEDAW Ordinance, and is the City body entrusted with ensuring that women and girls have equal economic, social, political, and educational opportunities. The Department on the Status of Women carries out the policies of the Commission. In 2007, the Department conducted the first gender analysis of appointments to City & County commissions, boards, and task forces. Following this report, voters amended the City Charter to encourage the appointment of more women, minorities, and people with disabilities to commissions and other policy bodies. The Department is now tasked with conducting a gender analysis every 2 years to inform the Mayor and Board of Supervisors of the demographics of appointments. More information on the gender analyses of appointments and CEDAW can be found on the Department's website, www.sfgov.org/dosw.

The Department first published *Road to Leadership: How to Get That Appointment* in 1999. As part of recently renewed efforts to further diversify appointed bodies, the Department has updated and republished *Road to Leadership* in 2010 as a tool for women and the wider community to ensure greater diversity in appointed bodies and in the pipeline to future leadership positions.

Acknowledgements

Many people contributed to this publication. Contributors include Department on the Status of Women staff, Dr. Emily Murase, Executive Director; Anu Menon, Senior Gender Policy Analyst; and Laura Marshall, Fiscal and Policy Analyst; as well as Jessika Lopez, Willie Brown Public Policy Intern from San Francisco State University; and Natalie Goodis, Policy Intern from Stanford University. The Department also thanks commission secretaries for supplying the information contained in *Road to Leadership*.

How to Use the Information in *Road to Leadership*

For each of the listings, the descriptive information will help you assess the qualifications and level of commitment required for service. Function, meeting information, membership, compensation, and contact information are all detailed for this purpose. Information is provided for appointed bodies that responded to the Department on the Status of Women's inquiries. Please note that there may be commissions and boards that are not listed here.

The Process for Seeking an Appointment

An appointment to a commission or board often occurs not only because an individual has the appropriate skills and qualifications, but also because of that person's initiative. *Road to Leadership* is a tool to help you begin this step-by-step process and focus your efforts on being recognized as the right person for the appointment.

Choosing a Commission or Board

Commission and board appointments are made by various bodies, but the majority are through either the the Mayor's office or the Board of Supervisors. The Board of Supervisors posts vacancies and an online application form on it's website, www.sfbos.org. As of the date of this publication, there is not a centralized place to find out about Mayoral appointments or appointments by other entities, so you should call the individual commissions or boards to learn about openings.

Once you learn about an opening, review listings for a particular commission or board to assess whether you are a viable candidate. After reading the listing, you will need more information about the particular entity. Some ways to obtain this information are:

- Reviewing the website of the commission or board and any department it oversees. If the vacancy is being filled by the Board of Supervisors the position description is available at www.sfbos.org
- Attending one of the commission or board's regular meetings and/or special programs.
- Meeting with individuals and groups with whom the commission or board has worked or with those that have been affected by the commission or board's actions.
- Talking to past or present commissioners or board members to gain insight into the entity's purpose and operations.
- Conducting research on relevant current issues and events that the commission or board impacts or may have an impact on the commission or board.

Next, you should familiarize yourself with the specifics of the appointment process or a specific commission or board you would like to be appointed to. For example, key questions to ask include: How are openings publicized? How should resumes be forwarded to the Mayor's Office, Board of Supervisors or other appointing body? What is the selection process?

Once you have thoroughly researched a commission or board, you should honestly assess your skills and experiences and identify those that are appropriate to the particular entity. This may include reviewing your educational background, professional training, employment history, volunteer experience, personal and professional affiliations, and personal qualities. If you decide to apply for the appointment, be sure to include all applicable qualifications in a well-organized resume and cover letter or on the application form

for the position, depending on what materials are required. Double-check to make sure that letters to officials are addressed correctly, using “Honorable” and other titles where appropriate.

Preparing the Application

Note that the information included in your letter, resume, and/or application form might differ from that supplied in materials for a job application. Your knowledge of your community and your participation within it may be an important factor in being appointed and should thus be highlighted in your materials.

Finding Support

It is important to analyze ways to build support for your appointment. You should assess what support is necessary and available to you and how you can secure and use it. Community and civic organizations, elected officials, influential people in the community, professional organizations, and unions may be key sources of support. Prior volunteer experience, especially with candidates for city office, is helpful and should be described. You may wish to send a copy of your application materials to organizations and individuals whose support would be beneficial and whose opinions are respected by the appointing officials. You may also wish to meet with them to encourage them to act on your behalf by writing letters outlining your qualifications or endorsing your appointment. In short, you should mount an active campaign to strengthen your application and to showcase your special and unique qualifications.

Diversity on Commissions and Boards

While diversity is increasing on appointed commissions and boards, it remains important that diverse candidates continue to seek policy-making positions. There are many capable candidates who can bring their talents and skills to a wide range of appointed bodies in San Francisco. We hope this publication will encourage more people to seek and gain appointments to City & County commissions and boards. In doing so, not only will individuals have the opportunity to enrich their lives, but it City & County of San Francisco will benefit from new talent and expertise.

Information Caveat

The Department on the Status of Women contacted each of the commissions and boards featured in this publication to provide the information highlighted here. However, activity within these appointed bodies changes regularly. To ensure that you have the most current information, always follow up with the entities directly.

It is also important to note that some commissions and boards did not respond to the Department’s inquiries. This list is not complete. The Mayor’s Office and the Clerk of the Board of Supervisors maintains an updated list of commissions and boards, and the Department recommends that you check with these offices for the most up-to-date information.

AGING AND ADULT SERVICES COMMISSION

25 Van Ness Avenue, Suite 650, San Francisco, CA 94102

415 355-3509 (p)

415-864-6051 (f)

www.sfdaas.org

Meetings: 1st Wednesday of each month, 9:30 am, City Hall Room 416

Membership: 7

Compensation: \$25 per meeting plus health benefits.

Contact: La Shaun Williams, Commission Secretary

Function:

This Commission oversees the work of the Department of Aging and Adult Services (DAAS), lead agency on aging for the City & County of San Francisco. DAAS is specifically charged with planning, coordinating, providing, and advocating for community-based services for adults and adults with disabilities. DAAS assists older and functionally impaired adults and their families to maximize self-sufficiency, safety, health and independence so that they can remain living in the community for as long as possible and maintain the highest quality of life. The Department coordinates an integrated, comprehensive range of social, mental health and long term care services that fosters independence and self-reliance in the most enriching environment and protects the rights and assets of those who are no longer able to care or advocate for themselves, or are deceased.

AIRPORT COMMISSION

San Francisco International Airport, San Francisco, CA 94128

650 821-5042 (p)

650-821-5042 (f)

www.flysfo.com

Meetings: 1st and 3rd Tuesdays of each month, 9:00 am, City Hall Room 400

Membership: 5

Compensation: \$100 per month plus health benefits.

Contact: Jean Caramatti, Commission Secretary

Function:

In accordance with the City Charter, the Airport Commission is primarily a policy-making body, establishing the policies by which the Airport operates through the adoption of resolutions. The Commission is not involved in the day-to-day operation of the Airport, but instead focuses on the long-term policy issues related to one of the world's busiest airports.

ARTS COMMISSION

25 Van Ness Avenue, Suite 240, San Francisco, CA 94102

415-252-2591 (p)

415-252-2595 (f)

www.sfartscommission.org

Meetings: 1st Monday of each month, 3:00 pm, 25 Van Ness Avenue, Room 70

Membership: 15

Compensation: None. Provides health benefits.

Contact: Sharon Page Ritchie, Commission Secretary

Function:

The Arts Commission approves the design of all public buildings and structures, approves the design and location of all works of art before they are placed upon City property and approves its removal from City property, regulates art programs, supervises and controls expenditures for music and the advancement of the arts, licenses street artists, serves as art consultant to the Redevelopment Agency, and has a variety of committees and operates a number of community cultural programs.

ASIAN ARTS COMMISSION

200 Larkin Street, San Francisco, CA 94102

415-581-3753 (p)

415-581-4700 (f)

www.asianart.org/aamcommission.htm

Meetings: Check website for dates

Membership: 27

Compensation: None. Provides health benefits.

Contact: Laura Furney Hathorn, Commission Secretary

Function:

The Asian Arts Commission develops, maintains, and administers the Asian Arts Museum and its collections; solicits and accepts gifts for development of the Museum and maintains a charitable foundation to assist with that function; and collaborates with other organizations to develop the Museum as an outstanding center of Asian art and culture.

BOARD OF APPEALS

1650 Mission Street, Room 304, San Francisco, CA 94103

415-575-6887 (p)

415-575-6885 (f)

www.sfgov.org/bdappeal

Meetings: Wednesdays, 5:00 pm, City Hall Room 416

Membership: 5 (3 appointed by Mayor; 2 appointed by Board of Supervisors)

Compensation: \$50 per meeting plus health benefits.

Contact: Victor Pacheco, Commission Secretary

Function:

The Board of Appeals hears and decides appeals of departmental decisions involving the granting, denial, suspension, or revocation of permits, licenses, and other use entitlements by various commissions, departments, bureaus, agencies, and officers of the City & County of San Francisco. The granting or denial of variances and other determinations by the Zoning Administrator, and discretionary review decisions and downtown building authorizations of the Planning Commission are included.

BUILDING INSPECTION COMMISSION

1660 Mission Street, San Francisco, CA 94103

415-558-6164 (p)

415-558-6401 (f)

www.sfdbi.org

Meetings: 3rd Wednesday of each month, 9:00 am, City Hall Room 416

Membership: 7 (4 appointed by Mayor, 3 appointed by Board of Supervisors)

Compensation: \$25 per meeting plus health benefits.

Contact: Ann Aherne, Commission Secretary

Function:

The Building Inspection Commission serves the City & County of San Francisco and the general public by ensuring that life and property within the City & County are safeguarded, and provides a public forum for community involvement in that process.

Mission Statement: As a policy-making and supervisory body mandated by the City Charter, the 7-member citizen Building Inspection Commission (BIC) will manage the Department of Building Inspection (DBI) and the bodies subordinate to the Commission by overseeing the effective, efficient, fair, and safe enforcement of the City & County's Building, Housing, Plumbing, Electrical, and Mechanical Codes, along with Disability Access Regulations.

CITY HALL PRESERVATION ADVISORY BOARD

City Hall Room 008, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

415-554-6191 (p)

415-554-4936 (f)

www.sfgsa.org/index.aspx?page=743

Meetings: 1st Thursday of each month, 5:00 pm, City Hall Room 408

Membership: 5

Compensation: None.

Contact: Eric Nelson, Commission Secretary

Function:

The purpose of the City Hall Preservation Advisory Commission is 1) to ensure that the maintenance and operation of City Hall is consistent with its stature and dignity as a national landmark and as the seat of City government, 2) to assure that the building is a welcoming place for all people, and 3) to promote the understanding of its history and cultural values. The Commission advises the Mayor, the Board of Supervisors, the Planning Commission, the Landmarks Preservation Advisory Board, and the City Administrator on budgetary issues and matters relating to the operation, maintenance, repair, preservation and public awareness of City Hall. The City Hall Preservation Advisory Commission strives to see that the building is maintained according to the highest standards and not allowed to fall into disrepair.

CIVIL SERVICE COMMISSION

25 Van Ness Avenue, Suite 720, San Francisco, CA 94102

415-252-3250 (p)

415-252-3260 (f)

www.sfgov.org/civil_service

Meetings: 1st and 3rd Monday of each month, 2:00 pm, City Hall Room 400

Membership: 5

Compensation: \$100 per month plus health benefits.

Contact: Anita Sanchez, Executive Officer

Function:

The Civil Service Commission oversees the merit system for the City & County of San Francisco. The Civil Service Commission establishes rules and policy, hears appeals on examinations, eligible lists, minimum qualifications, classification, discrimination complaints, future employment with the City and other merit system matters, provides rules and policies interpretation, reviews and audits merit system operation, approves contracting out based on the scope of services, and conducts training and outreach on the merit system.

ELECTIONS COMMISSION

1 Dr. Carlton B. Goodlett Place, Room 48, San Francisco, CA 94102

415-554-7494 (p)

415-554-7457 (f)

www.sfgov.org/electionscommission

Meetings: 1st Wednesday of each month, 6:00 pm, City Hall Room 421

Membership: Unknown

Compensation: None. Provides health benefits.

Contact: Shirley Rodriques, Commission Secretary

Function:

The City Charter authorizes the Elections Commission to supervise the City's Department of Elections. The Commission sets general policies for the Department. It also selects and supervises the Director of the Department of Elections.

ENTERTAINMENT COMMISSION

City Hall Room 453, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

415-554-6678 (p)

415-554-7934 (f)

www.sfgov.org/entertainment

Meetings: 1st and 3rd Tuesday of each month, 5:00 pm, City Hall Room 400

Membership: 7

Compensation: 5 members receive \$50 per meeting plus health benefits;
2 members receive no compensation and no health benefits.

Contact: Crystal Stewart, Commission Secretary

Function:

The Entertainment Commission regulates, promotes, and enhances the field of entertainment in the City of San Francisco. The 7-member commission has powers to accept, review, and gather information to conduct hearings for entertainment-related permit applications. Additionally, the Entertainment Commission plans and coordinates the provision of City services for major events for which there is no recognized organizer, promoter, or sponsor.

ENVIRONMENT COMMISSION

11 Grove Street, San Francisco, CA 94102

415-355-3709 (p)

415-554-6393 (f)

www.sfenvironment.org

Meetings: 4th Tuesday of January, March, May, July, September, and November,
5:00 pm, City Hall Room 406

Membership: 7

Compensation: \$25 per meeting plus health benefits.

Contact: Monica Fish, Commission Secretary

Function:

The Commission on the Environment sets policy for the Department of the Environment and advises the Mayor and Board of Supervisors on environmental matters. Appointed by the Mayor, the 7-member commission develops policies and programs in recycling, toxics reduction, environmental justice, energy efficiency, commute alternatives, climate change, and the city's urban forest.

ETHICS COMMISSION

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

415-252-3101 (p)

415-252-3112 (f)

www.sfethics.org

Meetings: 2nd Monday of each month, 5:30 pm, City Hall Room 408

Membership: 5 (1 seat each appointed by the Mayor, Board of Supervisors, Assessor, District Attorney,
and City Attorney)

Compensation: None. Provides health benefits.

Contact: John St. Croix, Executive Director

Function:

The Commission serves the public, City employees, and officials and candidates for public office through education and enforcement laws. The Commission provides open access to public records in ethics-related matters.

FILM & VIDEO ARTS COMMISSION

City Hall, Room 473, San Francisco, CA 94102

415-554-6471 (p)

415-554-6503 (f)

www.filmsf.org

Meetings: 4th Monday of each month (except August), 2:00 pm, City Hall Room 416

Membership: 11

Compensation: Unknown.

Contact: Laurel Barsotti, Commission Secretary

Function:

The Film and Video Arts Commission promotes and attracts film production to San Francisco.

FIRE COMMISSION

698 Second Street, San Francisco, CA 94107

415-558-3451 (p)

www.sf-fire.org

Meetings: 2nd and 4th Thursday of each month, 6:00 pm, 698 Second Street, San Francisco

Membership: 5

Compensation: \$100 per month plus health benefits

Contact: Monica Quattrin, Commission Secretary

Function:

The Fire Commission sets the policy direction of the Fire Department. The Commission has final responsibility for the proper administration of the Department and has the authority to prescribe rules and regulations governing all business and personnel affairs. The Commission presides over and judges disciplinary matters.

FIRST 5 SAN FRANCISCO

Fox Plaza, 1390 Market St., Suite 318, San Francisco, CA 94102

415-934-4849 (p)

415-565-0494 (f)

www.first5sf.org

Meetings: Check website for dates

Membership: 4 permanent seats for City agencies, 5 seats appointed by the Board of Supervisors

Compensation: None.

Contact: Kahala Drain, Office Administrator

Function:

The First 5 San Francisco Commission is part of the statewide First 5 California movement to assist public agencies, non-profit organizations, and parent groups in nurturing early education, pediatric healthcare, systems change, and family support.

GOLDEN GATE PARK CONCOURSE AUTHORITY

501 Stanyan Street, San Francisco, CA 94117

415-581-2542 (p)

www.sfgov.org/site/recpark_index.asp?id=44507

Meetings: Check website for dates

Membership: 7

Compensation: Unknown.

Contact: Dan Mauer, Commission Secretary

Function:

The Golden Gate Park Concourse Authority provides leadership on behalf of the City & County of San Francisco in the coordination of construction and improvement projects in the Music Concourse area of Golden Gate Park.

HEALTH COMMISSION

101 Grove Street, Room 311, San Francisco, CA 94102

415-554-2666 (p)

415-554-2665 (f)

www.sfdph.org/dph/comupg/aboutdph/hc/

Meetings: 1st and 3rd Tuesdays of each month, 4:00 pm, 101 Grove Street, Room 300 Auditorium

Membership: 7

Compensation: \$100 per month plus health benefits.

Contact: Mark Morewitz, MSW, Commission Secretary

Function:

The San Francisco Health Commission is mandated by City & County Charter to manage and control the City & County hospitals, to monitor and regulate emergency medical services, and all matters pertaining to the preservation, promotion and protection of the lives, health and mental health of San Francisco residents.

HEALTH SERVICE BOARD

1145 Market Street 2nd Floor, San Francisco, CA 94103

415-554-1727 (p)

415-554-1750 (f)

www.myhss.org

Meetings: 2nd Thursday of each month, 1:00 pm, City Hall Room 416

Membership: 7 (4 elected by active and retired City & County employees, 3 appointed by Mayor)

Compensation: None. Provides health benefits.

Contact: Laini Scott, Commission Secretary

Function:

The Health Service System of the City & County of San Francisco is dedicated to providing affordable, quality health benefits to active and retired members while adhering to the highest standards of customer service.

HISTORIC PRESERVATION

1650 Mission Street, Suite 400, San Francisco, CA 94103

415-558-6407 (p)

415-558-6409 (f)

www.sf-planning.org/index.aspx?page=1892

Meetings: 1st and 3rd Wednesday of each month, 12:30 pm, City Hall Room 400

Membership: 7

Compensation: None. Provides health benefits.

Contact: Linda Avery-Herbert, Commission Secretary

Function:

The Historic Preservation Commission makes recommendations on the preservation of San Francisco buildings.

HOUSING AUTHORITY

1815 Egbert Avenue, San Francisco, CA 94124

415-715-3280 (p)

www.sfha.org/about/commission/index.htm

Meetings: 2nd and 4th Thursday of each month, 4:00 pm, 440 Turk Street, San Francisco

Membership: 7

Compensation: \$50 per meeting plus health benefits.

Contact: Vanessa Lee, Commission Secretary

Function:

A primary goal of the Housing Authority is to continue to provide housing for low-income households, while integrating housing and economic opportunities for residents and maintaining high standards of property management, fiscal management, and service delivery.

HUMAN RIGHTS COMMISSION

25 Van Ness Avenue, Room 800, San Francisco, CA 94102

415-252-2532 (p)

415-431-5764 (f)

www.sf-hrc.org

Meetings: 2nd and 4th Thursday of each month, 4:30 pm, City Hall Room 416

Membership: 10

Compensation: \$50 per meeting plus health benefits.

Contact: Janel Wong, Commission Secretary

Function:

The Human Rights Commission advocates for human and civil rights; investigates and mediates discrimination complaints and provides referrals; promotes and certifies minority/women/locally owned businesses in City contracting; resolves discrimination; and provides technical assistance, information and referrals related to human rights and social services.

HUMAN SERVICES

170 Otis Street, San Francisco, CA 94103

415-557-6431 (p)

www.sfhsa.org

Meetings: 4th Thursday of each month, 9:30 am, Born Auditorium, 170 Otis Street, San Francisco

Membership: 5

Compensation: \$25 per meeting plus health benefits.

Contact: Louise Rainey, Commission Secretary

Function:

The Human Services Agency provides financial, medical, and social services to all eligible persons in San Francisco. The Commission determines policy priorities and oversees the work of the Agency Director.

IMMIGRANT RIGHTS

City Hall Room 352, Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

415-554-7028 (p)

415-554-4849 (f)

www.sfgov.org/immigrant

Meetings: 2nd Monday of each month, 5:00 pm, City Hall Room 416

Membership: 15 (4 appointed by Mayor, 11 appointed by Board of Supervisors)

Compensation: None.

Contact: Adrienne Pon, Director of the Office of Civic Engagement and Immigrant Affairs

Function:

The purpose of the Immigrant Rights Commission is to advise the Mayor and Board of Supervisors on issues and policies related to immigrants who live or work in San Francisco.

JUVENILE PROBATION

375 Woodside Avenue, San Francisco, CA 94127

415-753-7870 (p)

415-753-7715 (f)

www.sfgov.org/juvprobation

Meetings: Check website for dates.

Membership: 7

Compensation: \$25 per meeting plus health benefits.

Contact: Pauline Silva-Re, Commission Secretary

Function:

The Juvenile Probation Commission sets policy for and oversees the functioning of the Juvenile Probation Department.

It is the mission of the San Francisco Juvenile Probation Department to serve the needs of youth and families who are brought to its attention with care and compassion; to identify and respond to the individual risks and needs presented by each youth; to engage fiscally sound and culturally competent strategies that promote the best interests of the youth; to provide victims with opportunities for restoration; to identify and utilize the least restrictive interventions and placements that do not compromise public safety; to hold youth accountable for their actions while providing them with opportunities and assisting them to develop new skills and competencies; and contribute to the overall quality of life for the citizens of San Francisco within the sound framework of public safety as outlined in the California State Welfare & Institutions Code.

LIBRARY COMMISSION

100 Larkin Street, San Francisco, CA 94102

415-557-4233 (p)

415-557-4240 (f)

www.sfpl.org/index.php?pg=2000001901

Meetings: 1st Tuesday and 3rd Thursday of each month, 4:00 pm, Koret Auditorium, 100 Larkin Street

Membership: 7

Compensation: None. Provides health benefits.

Contact: Sue Blackman, Commission Secretary

Function:

The Library Commission sets policy for and oversees the functioning and budget of the the San Francisco Public Library system.

MUNICIPAL TRANSPORTATION AGENCY

1 South Van Ness Avenue, 7th Floor, San Francisco, CA 94103

415-701-4505 (p)

415-701-4502 (f)

www.sfmta.com

Meetings: 1st and 3rd Tuesday of each month, 2:00 pm, City Hall Room 400

Membership: 7

Compensation: \$200 plus health and parking benefits.

Contact: Roberta Boomer, Commission Secretary

Function:

The Municipal Transportation Authority governs the SFMTA, including the San Francisco Municipal Railway (Muni) and the Department of Parking and Traffic (DPT).

PLANNING COMMISSION

1650 Mission Street, Suite 400, San Francisco, CA 94103

415-558-6407 (p)

415-558-6409 (f)

www.sf-planning.org

Meetings: Thursdays each month except any 5th Thursday, 1:30 pm, City Hall Room 400

Membership: 7 (4 appointed by Mayor, 3 appointed by Board of Supervisors)

Compensation: \$200 per meeting plus health benefits.

Contact: Linda Avery-Herbert, Commission Secretary

Function:

The City Charter states it is the function of the Planning Commission to adopt and maintain a comprehensive, long-term general plan for future improvement and development of the City. The San Francisco Planning Department is dedicated to public service, the orderly and harmonious use of land, and improved quality of life for our diverse community and future generations.

POLICE COMMISSION

850 Bryant Street, Room 505, San Francisco, California 94103

415-553-1667 (p)

415-553-1669 (f)

www.sf-police.org

Meetings: Wednesdays, 5:30 pm, City Hall Room 400

Membership: 7

Compensation: \$100 per month plus health benefits.

Contact: Lieutenant Joe Reilly, Commission Secretary

Function:

The mission of the Police Commission is to set policy for the Police Department and to conduct disciplinary hearings on charges of police misconduct filed by the Chief of Police or Director of the Office of Citizen Complaints, impose discipline in such cases as warranted, and hear police officers' appeals from discipline imposed by the Chief of Police. Commissioners are appointed by the Mayor and the Board of Supervisors and they oversee the Police Department and the Office of Citizen's Complaints. The Commission also appoints and regulates Patrol Special Officers and may suspend or dismiss Patrol Special Officers after a hearing on charges filed.

PORT AUTHORITY

Pier 1, The Embarcadero, San Francisco, CA 94111

415-274-0405 (p)

415-732-0400 (f)

www.sfgov.org/port

Meetings: 2nd Tuesday of each month and again on the 4th Tuesday of February, March, April, May, September and October, 3:00 pm, Ferry Building Commission Room

Membership: 5

Compensation: \$100 per month plus health benefits.

Contact: Amy Quesada, Commission Secretary

Function:

The Port Authority develops, markets, leases, administers, manages, and maintains the San Francisco Port. Its jurisdiction stretches along the waterfront from Hyde Street Pier on the north to India Basin on the south. The Port's operating portfolio is composed of over 550 ground, commercial, retail, office, industrial and maritime industrial leases, including many internationally recognized landmarks such as Fisherman's Wharf, Pier 39, the Ferry Building, and AT&T Park, home of the San Francisco Giants baseball team.

PUBLIC UTILITIES

1155 Market St., 11th Floor, San Francisco CA, 94103

415-554-3163 (p)

415-554-3424 (f)

www.sfwater.org

Meetings: 2nd and 4th Tuesday of each month, 1:30 pm, City Hall Room 400

Membership: 5

Compensation: Various rates of compensation. No health benefits.

Contact: Michael Housh, Commission Secretary

Function:

The Public Utilities Commission manages and operates all water and energy supplies and utilities of the City & County for supplying services to customers inside and outside the City & County of San Francisco.

RECREATION AND PARKS

501 Stanyan Street, San Francisco, CA 94117

415-831-2752 (p)

415-221-8034 (f)

www.sf-recpark.org

Meetings: 1st and 3rd Thursday of each month, 4:00 pm, City Hall Room 416

Membership: 7

Compensation: \$100 per month plus health benefits.

Contact: Margaret McArthur, Commission Secretary

Function:

In accordance with the Charter, the Recreation and Park Commission is primarily a policy-making body, establishing the policies by which the Recreation and Park Department operates. The Commission is responsible for the over 220 parks, playgrounds and open spaces throughout San Francisco and two outside the City limits. These include destinations such as Camp Mather, Golden Gate Park, Harding Golf Course, Coit Tower, Palace of Fine Arts and Candlestick Park, home of the San Francisco Forty-Niners.

REDEVELOPEMENT

1 South Van Ness Avenue, 5th Floor, San Francisco, CA 94103

(415) 749-2457 (p)

www.sfredevelopment.org

Meetings: 1st and 3rd Tuesday of each month, 4:00 pm, City Hall Room 416

Membership: 7

Compensation: \$25 per meeting plus health benefits.

Contact: Gina Solis, Commission Secretary

Function:

The Redevelopment Agency activities generally function in either “project” or “survey” areas. A project area is a designated redevelopment area. Relocation assistance is provided to residents and business owners displaced by redevelopment activities. A survey area is an area under study to determine the feasibility of a redevelopment project designation.

RELOCATION APPEALS BOARD

1 South Van Ness Avenue, 5th Floor, San Francisco, Ca 94103

415-701-5598 (p)

415-701-5501 (f)

www.sfgov.org/relocation

Meetings: Check website for dates

Membership: 5

Compensation: None.

Contact: Eugene Flannery, Commission Secretary

Function:

The Relocation Appeals Board is a resource for individuals and families whose residence or business is displaced by public action.

RESIDENTIAL RENT STABILIZATION AND ARBITRATION

25 Van Ness Avenue, Suite 320, San Francisco, CA 94102

415-252-4650 (p)

415-252-4699 (f)

www.sfrb.org

Meetings: 1st and 3rd Tuesday of each month, 6:00 pm, 25 Van Ness Avenue, Suite 70

Membership: 5 (2 renters, 2 homeowners, 1 neutral party)

Compensation: \$50 per meeting plus health benefits.

Contact: Delene Wolf, Executive Director

Function:

The Rent Board Commission oversees rules and regulations of the Rent Board and conducts rental arbitration hearings. Additionally, the Commission hires the Executive Director.

RETIREMENT SYSTEM BOARD

30 Van Ness Avenue, Suite 3000, San Francisco, CA 94102

415-487-7025 (p)

www.sfers.org

Meetings: 2nd Tuesday of each month, 8:30 am, 30 Van Ness Ave, Ste.3000, San Francisco

Membership: 7 (3 appointed by Mayor, 3 appointed by Board of Supervisors,
1 appointed by Board President)

Compensation: None.

Contact: Norm Nickens, Commission Secretary

Function:

The Retirement System Board administers the City employees' pension fund and rules on all claims for benefits.

SMALL BUSINESS COMMISSION

City Hall Room 110, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

415-554-6481 (p)

415-558-7844 (f)

www.sfgsa.org/index.aspx?page=3805

Meetings: 2nd Monday of each month, 5:30 pm, City Hall Room 400

Membership: 7 (4 appointed by Mayor, 3 appointed by Board of Supervisors)

Compensation: None. Provides health benefits.

Contact: Regina Dick-Endrizzi, Executive Director, Office of Small Business

Function:

The Small Business Commission oversees the Office of Small Business, which is the City's central point of information and referral for entrepreneurs and small businesses located in the City & County of San Francisco. By championing "business-friendly" policies, marketing the contributions of the small business sector, and developing appropriate assistance programs, the Small Business Commission and Office of Small Business work to support and enhance an environment where small businesses can succeed and flourish.

SOUTHEAST COMMUNITY FACILITY

1800 Oakdale Avenue, Suite B, Rm. 3, San Francisco, CA 94124

415-821-1534 (p)

415-821-1627 (f)

www.sfgov.org/sefacility

Meetings: 2nd Thursday and 4th Wednesday of each month, 6:00 pm,
Alex L. Pitcher, Jr. Community Room, 1800 Oakdale Avenue

Membership: Unknown.

Compensation: Unknown.

Contact: Kenneth Olivencia, Commission Secretary

Function:

The Southeast Community Facility is a community-based and community-oriented facility with numerous programs and services. Most of the programs are non-profit in status and are affordable to the public. The Facility also offers a wide range of assistance in the areas of employment opportunities, tax preparation, voter registration, and scholarship awards.

STATUS OF WOMEN

25 Van Ness Avenue, Suite 130, San Francisco, CA 94102

415-252-2570 (p)

415-252-2575 (f)

www.sfgov.org/cosw

Meetings: 4th Wednesday of each month, 5:00 pm, City Hall Room 408

Membership: 7

Compensation: \$25 per meeting plus health benefits.

Contact: Cynthia Vasquez, Commission Secretary

Function:

The Commission on the Status of Women fosters the socioeconomic, political and educational advancement of women and girls throughout San Francisco; ensures equal treatment and services to women and girls by public agencies and the private sector; and assists City & County government by developing and implementing policies, legislation and programs addressing the needs of all women and girls. The Department's priorities are to address violence against women and girls and economic barriers in employment, education, and business.

TREASURE ISLAND DEVELOPMENT AUTHORITY BOARD OF DIRECTORS

One Avenue of Palms, Second Floor, Treasure Island, San Francisco, CA 94130
415-274-0662 (p)
415-274-0299 (f)
www.sftreasureisland.org

Meetings: 2nd Wednesday of each month, 1:30 pm, City Hall Room 400
Membership: 7
Compensation: Unknown.

Contact: Marianne Thompson, Commission Secretary

Function:

The Treasure Island Development Authority oversees the administration and development of Treasure Island.

VETERANS' AFFAIRS

1390 Market Street, 7th Floor, San Francisco, CA 94102
415-556-3894 (p)
www.sfgov.org/vets

Meetings: 1st Monday of each month, 6:00 pm, War Memorial Veterans Building Room 104,
401 Van Ness Avenue
Membership: 17 (5 appointed by Mayor; 12 appointed by Board of Supervisors; 3 must be women)
Compensation: None.

Contact: Wallace Levin, Commission Secretary

Function:

The Veterans' Affairs Commission advises the Mayor and the Board of Supervisors on matters affecting veterans of the Armed Forces of the United States, on the problems, interests and needs of veterans who are residents of the City & County of San Francisco, and on the coordination of economic development, health care, and social services programs as they relate to veterans who are residents of the City & County of San Francisco.

WAR MEMORIAL BOARD OF TRUSTEES

401 Van Ness Avenue, Suite 110, San Francisco, CA 94102

415-554-6308 (p)

www.sfwmpac.org/topnav/board_trustees.html

Meetings: 2nd Thursday of each month, 2:00 pm, 4th Floor, War Memorial, 401 Van Ness Avenue

Membership: 11

Compensation: None. Provides health benefits.

Contact: Jennifer Norris, Commission Secretary

Function:

The Board of Trustees is responsible for the construction, administration, and management of the War Memorial and Performing Arts Center of the City & County of San Francisco.

YOUTH COMMISSION

City Hall Room 345, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

415-554-9140 (p)

415-554-5227 (f)

www.sfbos.org/index.aspx?page=5585

Meetings: 1st and 3rd Monday of each month, 5:30 pm, City Hall Room 416

Membership: 17 (6 appointed by Mayor, 11 appointed by members of the Board of Supervisors)

Compensation: Unknown.

Contact: Mario Yedidia, Commission Secretary

Function:

The Youth Commission is a diverse group of young San Franciscans between the ages of 12 and 23. Commissioners are appointed to a one-year term by members of the Board of Supervisors and the Mayor. They are charged with advising the Board of Supervisors and the Mayor's Office on policy and legislation relating to young people in the City & County of San Francisco.