



City & County of San Francisco  
**Commission on the Status of Women**

25 Van Ness, Room 130, San Francisco, CA 94102

(415) 252-2570 FAX (415) 252-2575

Sonia Melara, Executive Director

**MINUTES - (Revised)  
REGULAR MEETING  
Wednesday, September 22, 1999  
City Hall, Room #408, San Francisco**

**1. CALL TO ORDER/ROLL CALL**

Meeting was called to order at 5:35pm by President Ximena Delgado.

**Commissioners Present:**

President Ximena Delgado  
Vice President Juanita Miles  
Commissioner Dorka Keehn  
Commissioner Carolene Marks  
Commissioner Emily Murase

**Staff Present:**

Sonia Melara  
Esther Velonza  
Rosario Navarrette  
Ann Lehman  
Latika Malkani

**Excused:**

None

**2. ADOPTION OF AGENDA**

- m/s/c (Marks/Miles) to adopt the agenda as submitted.

**3. ADOPTION OF MINUTES**

- m/s/c (Murase/Marks) to adopt the minutes of the July 28, 1999 regular meeting with the following correction: Item #6 **NEW BUSINESS** under the **Women of Courage** revised to read: "ACTION: Postponed for action at the August meeting when Commissioner Miles could be present."
- m/s/c (Marks/Miles) to adopt the minutes of the August 16, 1999, Special Meeting for Election of Officers.

**4. PRESIDENT'S REPORT**

No report given.

**5. STAFF REPORT**

Sonia Melara, Executive Director submitted report and highlighted the following:

**Budget Process**

Final figures of our budget include:

- \$100,000.00 as requested for the Violence Against Women Public Awareness Campaign.
- \$ 25,000.00 for the YWCA Mission Girls Program.
- .25 of a FTE (Full Time Employee) for a Personnel Analyst position.

- Approximately \$20,000 for a 2.5% COLA (Cost Of Living Adjustment) for the Violence Against Women programs.
  - \$80,000.00 allocated FY 98-99 for the Need Assessment was carried forward.
  - \$25,000.00 of Salary Savings from FY 98-99 was carried forward to fund consultants for the CEDAW work.
- ▶ Department's audit has been completed and a copy of the Controller's Report was distributed to the Commissioners. Ms. Melara encouraged the Commissioners to read the department's response to the audit and to call her if there were any questions.
  - ▶ The Women's Action For New Directions Education Fund has asked the Commission to co-sponsor (in name only) a West Coast breakfast they will be hosting in October. (Detailed information submitted with staff report.) The primary purpose of this event is to discuss how federal priorities and federal spending decisions affect the lives of women. If anyone objects to the Commission co-sponsoring this event, they must contact Ms. Melara by 5:00pm on Friday, September 24.
  - ▶ Request for Proposal (RFP) for the Public Awareness Campaign and the Needs Assessment have been issued.
  - ▶ Ann Lehman, Policy Analyst, gave an update on the following:
    - San Francisco Unified School District's resolution on the Sexual Harassment Policy:** There is a need for education due to the lack of understanding that sexual harassment is a part of the violence against women and girls continuum.
    - The San Francisco Unified School District Board delegated this project to the Health Department (Healthy Start Program), and directed them to work with the Commission. However, they have not responded to any of our letters or phone calls. Since there was no funding given for this program, resources for implementing this policy is limited. They will however, be conducting one survey on teachers and principals and one survey on students - to find out the extent of their awareness of sexual harassment policies.
    - Student Leaders Against Sexual Harassment (SLASH) will hold an all day conference put on by students, on October 20, 1999.

**Proposed Living Wage issue:**

Economic study by San Francisco State University (SFSU) Professor and the second part of the Berkeley study on the costs to leaseholders are both due to come out by next week (week of Oct. 1).

- ▶ In response to questions from President Delgado, Ms. Melara briefly explained:
  - The general process for when Commissioners want staff to perform tasks pertaining to a specific issue (i.e. follow-up, give feedback, gather data, or generate a report).
  - How tickets for various events become available.

- ❑ **Association of California Commissions for Women (ACCW) Convention**  
Ms. Melara reported that the ACCW Convention was very successful for the City of Los Angeles and that there was approximately 400 people in attendance.

## 6. NEW BUSINESS

- ❑ **Presentation by the Department of Elections**
  - ▶ Expressed the need for poll workers on election day and the specific roles of poll workers. Asked the Commission for their assistance with outreach in recruiting volunteers and poll workers.
- ❑ **Presentation by the Bell Campaign**
  - ▶ Kae McGuire and Eric Gorovitz gave a presentation and provided materials on their organization which is composed of victims and other citizens supporting gun control. Asked the Commission's help in spreading the word about the existence of the Bell Campaign and their website – [www.bellcampaign.com](http://www.bellcampaign.com). Ms. McGuire expressed her interest in learning more about the Commission. Ms. Melara noted the importance of this issue to our work in Violence Against Women and that she would like them to meet with COSW staff to discuss the connections between the two issues.

## 7. OLD BUSINESS

- ❑ **Women of Courage**  
**ACTION: To become a supporter of Women of Courage, television pilot.**  
Presentation on Women of Courage and ACTION on this issue postponed for October meeting.
- ❑ **Homeless Women's Issue – Presentation by Jakkee Bryson**  
Jakkee Bryson not in attendance to give presentation. Item was placed on the agenda at the request of Jakkee Bryson, and was originally scheduled to be heard at the August meeting that was cancelled.
- ❑ **Update and possible ACTION on Parental Leave project proposed by Supervisor Ammiano**  
Presented by Ann Lehman. The Commission testified at the hearing Supervisor Ammiano had on this issue earlier this year in support of the concept of this "Maternal Leave" project, which would allow a paid leave option for the birth of a child. Supervisor Ammiano contacted our office and we will meet with him the week of October 4, 1999 to talk about a pilot project being done in a city department not yet determined (Fire Department has been mentioned). He is approaching us to find out what we support. This is an opportunity for the Commission to take some kind of action or give direction. Commission is to compile a list of issues of concern pertaining to this project for Supervisor Ammiano's consideration i.e., change "maternal leave" to "parental leave", allow grandparents to be eligible, allow the paid leave option for the **birth or adoption** of a child, etc. List of issues to be discussed with Supervisor Ammiano.

**m/s/c (Keehn/Marks) To support the concept of Supervisor Ammiano's Parental Leave project.**

## 8. REPORTS

- **CEDAW (Convention on the Elimination of Discrimination Against Women) Task Force**  
Presented by Commissioner Emily Murase, Chair of the CEDAW Task Force. Announced the completion of the Gender Analysis draft report of the Department of Public Works and the Juvenile Probation Department, commending Ann and Latika for the many hours worked in getting this draft report completed. Discussion draft is going to the two departments involved. A draft incorporating those department's comments will go to the Commissioners for review by October 8, 1999. After a discussion, it was determined that a special meeting on October 14, 1999 for the CEDAW Task Force to present the report, would not be possible, so it was agreed that October 14, 1999 would be the deadline for Commissioners to submit comments or proposed input to be incorporated into the report.

**m/s/c (Murase/Miles) To authorize the staff to proceed with all of the input attained by October 14, 1999 on the final Gender Analysis report, scheduled to be presented to the Commission on October 28, 1999 and to the Board of Supervisors on November 1, 1999.**

## 9. PUBLIC COMMENT

No public comment

## 10. ANNOUNCEMENTS

- ▶ Carolene Marks announced the Breast Cancer Awareness Conference she is hosting on Saturday October 16, 1999.
- ▶ Sonia Melara announced:
  - The Mayor's Great Sweep taking place on October 16, 1999.
  - November 10-14, 1999 will be a board meeting of the National Associations of Commissions for Women (NACW) in San Francisco and that she was interested in the Commission hosting a reception.
  - A reminder that Saturday November 13, 1999 was the Commission's Annual Retreat taking place at the De Young Museum at Golden Gate Park.

## 11. ADJOURNMENT

Meeting was adjourned at 6:10pm