I. Mission
The Commission and Department on the Status of Women work to foster equitable treatment and the advancement of all women and girls throughout San Francisco through policies, legislation, and programs.

II. Background
The Commission on the Status of Women was established by the San Francisco Board of Supervisors in 1975 after years of advocacy on the part of the San Francisco women's community. In 1994, the voters of San Francisco approved Proposition E, which created a permanent Department on the Status of Women to carry out the policies of the Commission. In April 1998, San Francisco became the first municipality in the United States to adopt an ordinance implementing locally the United Nations Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), an international bill of rights for women. Through the landmark local implementation of this Women’s Human Rights Treaty, the Department and the Commission have received national and international attention and awards.

The overall vision is to serve as San Francisco’s premier policy-making body on women’s issues, using the CEDAW framework in all our work, through the following means:

1. Policy Advocacy: Create comprehensive policies in San Francisco based on a CEDAW women’s human rights framework to advance the status of women and girls in San Francisco by working collaboratively with community leaders, other departments, and elected officials.

2. Legislative Advocacy: Create comprehensive policies in San Francisco by legislation, and, when appropriate, advocating for or against legislation, or proposing legislation or policy reforms to the Mayor, Board of Supervisors, and others. Monitor and act upon local, state, and federal legislation impacting women and girls through letters, press releases, and other tools.

3. Oversight & Implementation of Programs: Ensure the sustainability and document the impact of the Violence Against Women Prevention & Intervention Grants Program; oversee programs, not only at the Department but city-wide that are intended to meet the needs of women and girls; and, implement programs to support policy and legislative advocacy.
III. Policy Leadership

Goal #1: Strengthen the Commission/Department in the community as the leader in the area of gender equality in the City.

Objectives

1. Commission Meetings: Convene monthly Commission meetings to address key women’s issues; be inclusive in speaker and audience outreach; conduct meetings in an open and transparent manner.
   a. Schedule a joint meeting with the Police Commission and Aging & Adult Services Commission.

2. Status of Women in San Francisco Report: Gather benchmark data and develop a report on the status of women and girls in San Francisco at least once every 3 years.
   a. Include research on the impact of childcare affordability and availability, and a 10-year forecast of socioeconomic status of women.
   b. Include data from networks that the Department is involved in (e.g. Family Friendly Workplace Ordinance, the Department of Children, Youth, and Their Families, and San Francisco Family Support Network), and sexual harassment claims within City and County government.

3. City-wide Policy, Legislative Agenda: Advise the Mayor, the Board of Supervisors, and other city agencies on women’s issues; support Mayoral priorities; engage with the city-wide Legislation Committee; monitor and develop Board of Supervisors legislative proposals; monitor legislative updates from the Mayor; provide technical assistance to other city departments on issues impacting women and girls.
   a. Advocate on at least 3 statewide legislative proposals through the City Legislation Committee, targeting bills that focus on domestic violence, sexual assault, human trafficking, employment rights, and/or economic safety net for women & families.
   b. Update 1998 CEDAW Ordinance, which will involve a substantial amount of follow-through and staff time, and will require re-prioritizing other projects.
   c. Develop Legislative Committee, or policies, to respond to proposed legislation.
   d. Continue to participate in the annual California Women’s Policy Summit held in Sacramento in January; select at least one priority from the Summit on which to advocate or engage.
   e. Create gender lens criteria.

4. United Nations Commission on the Status of Women Forum: Partner with the United Nations Non-Governmental Committee on the Status of Women (NGO CSW); continue to share best practices at the annual NGO CSW Parallel Sessions in March.

5. Cities for CEDAW Campaign: The campaign’s goal is to have 100 City mayors across the country commit to passing a local measure of the CEDAW Ordinance by December 2015. Committed cities must fulfill three requirements: 1) Have an oversight body, 2) Conduct
gender analyses of city operations, and 3) Have funding allocated to support implementations of CEDAW principles.

6. **CEDAW Women's Human Rights Awards Luncheon**: Support the work of the Friends in this annual fundraiser as appropriate.

7. **Newsletter and Social Media**: Educate the public about the Commission and Department’s work through monthly newsletters or alerts from Department’s Twitter, Facebook, and LinkedIn Accounts. Include facts on status of women and girls.

**Goal #2: Advance women’s leadership.**

**Objectives**

1. **Gender Analysis of Commissions and Boards**: Release report every 2 years (odd years) per local ordinance.

2. **Commission Resolutions**: Recognize organizations and women leaders in the community through Commission resolutions (2 per meeting).

3. **Women Making History Ceremony**: Organize this event held annually for Women’s History Month in March with the Mayor, District Attorney, and the Board of Supervisors. Expand the reach of the event by posting honoree profiles on department website.

4. **Accelerate for Women and Girls**: The Department serves on the Steering Committee for this new umbrella organization of agencies that work globally to advance women and girls.

**IV. Women’s Economic Empowerment**

**Goal #1: Create gender equality in the City and County of San Francisco’s budgets, workplaces, policies, and programs.**

Following the adoption of CEDAW, the Department created a set of gender analysis guidelines and a gender budgeting training. These tools ensure that women’s human rights are upheld and their unique needs are addressed.

**Objectives**

1. **Gender Analysis of City Departments**: Focus monitoring of City Departments to those that provide women and girls services; require agencies to report to the Commission on women and girls’ services (4 per year).
   a. Determine which departments will be examined in FY14-15 as part of an overall 3-year plan. Additional departments for consideration include the Department of Public Health, the Department of Aging and Adult Services, and the Department of Child Support Services.

2. **Sexual Harassment Claims**: Monitor claims within City and County government on a quarterly basis as required by Section 33.7 (b) of the Administrative Code and report
findings through the Department's performance measures. Work with the Department of Human Resources to review trends in sexual harassment in 2015.

3. **Citywide Equity Initiative:** Work with the Mayor and Board of Supervisors to formalize an equity analysis of workforce (i.e. sex, race, immigration status, parental status, language, sexual orientation, disability, age, and other attributes), budget, and services.

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<th>Goal #2: Promote women’s economic independence by advancing gender equality in San Francisco’s private sector workplaces.</th>
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**Objectives**

1. **Strategic Plan:** Together with the Gender Equality Council, determine the future of the Council and Gender Equality Principles Initiative, including the Gender Equality Challenge.

2. **Outreach on City’s Business Licensing:** Encourage the Office of Small Business to expand education among women entrepreneurs in the City’s business licensing process.
   a. Pending staff resources, meet with Treasurer’s office to categorize women-owned businesses in licenses.

3. **Small Business Week:** Assist in increasing participation of women-owned businesses at this annual event held in May.

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<th>Goal #3: Promote women and family economic security.</th>
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**Objectives**

1. **Women and Family Friendly Workplace Policies:** Partner strategically with other organizations to increase public awareness of family friendly policies; organize at least one campaign per year; engage in the legislative process for policy solutions; monitor implementation of new legislations; monitor child care development policies.

V. **Women’s Health & Safety**

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<th>Goal #1: Maintain and enhance a comprehensive safety net for women survivors of violence through the administration of the Violence Against Women Prevention and Intervention (VAW) Grants Program.</th>
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**Objectives**

1. **Grant Administration:** Complete a Violence Against Women (VAW) Community Needs Assessment once every two grant cycles to regularly assess strengths and needs of survivors of gender-based violence. The vast majority of the Department's funds are dedicated to community programs specifically designed to address violence against women, including domestic violence, sexual assault, and human trafficking. Program categories include: 1) Crisis Lines, 2) Intervention/Advocacy, 3) Legal Assistance, 4) Shelter Services, 5) Transitional Housing, and 6) Prevention Education.
2. **Citywide Non-Profit Fiscal and Compliance Monitoring Program**: Continue participating in the annual monitoring program led by the Controller’s Office to ensure all applicable grantees are in compliance with standard accounting and management procedures.

3. **Annual Partner Agency Conference**: Convene a Partner Agency Conference focused on capacity building, to support the development of San Francisco non-profits and monitor its value by conducting a survey of participants with a satisfaction rate goal of 90%.

4. **Data Analysis**: Analyze quarterly data collected from Partner Agencies for contract compliance, programmatic monitoring, and to discern trends in the field; issue year-end performance summaries each fiscal year to the Controller’s Office; offer ongoing technical assistance to grantees in the collection and submission of data through the quarterly grant reports.
   a. The FY 2013-2014 and FY 2014-2015 VAW Grants Program Year-End Performance Summary Report will be presented to the Commission, the Mayor’s Office and the Board of Supervisors, and then posted on the Department’s website.

   Monitor the following performance measures:
   i. Number of hours of supportive services.
   ii. Number of unduplicated individuals served.
   iii. Individuals served for which English is not the primary language.
   iv. Number of crisis line calls.
   v. Number of shelter bed-nights.
   vi. Number of individuals turned away from shelters.

5. **Programmatic Monitoring of Partner Agencies**: Develop guidelines for programmatic monitoring of Partner Agencies.

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**Goal #2: Create a seamless City response to violence against women and girls.**

**Objectives**

1. **Policy & Advocacy to Address Violence Against Women and Girls**: Conduct regular meetings with Department Heads and senior Court officials; JUSTIS Implementation.
   a. Domestic Violence Policy and Issues Subcommittee of the Family Violence Council will take up implementation of the recommendations from Justice & Courage Oversight Panel that are still in progress from the final reports.

2. **Workplace Domestic Violence Policy**:
   a. Develop and implement a DV workplace policy for the City & County of San Francisco.
   b. Create a poster for public spaces in City Departments.
   c. Work with Department of Human Resources to develop DV Liaison Program, where volunteers receive extra training to support coworkers experiencing DV.

3. **Legislative Advocacy**
   a. Amend and update the Family Violence Council Ordinance. There are a number of key departments (e.g., Juvenile Probation Department) that should be included as members.
4. **Domestic Violence Awareness Month:** Support the kick-off event annually in October by continuing to light City Hall purple.
   a. Coordinate with Department on the Environment on the Annual Cell Phone Drive in October to raise awareness of domestic violence.

5. **One Billion Rising:** Level of support pending on staff resources and budget.

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<tr>
<th>Goal #3: Family Violence Council – Coordinate community-based and City-wide family violence prevention and intervention, including elder abuse, child abuse, and domestic violence efforts in San Francisco.</th>
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**Objectives**

1. **Meetings:** Convene 4 quarterly meetings of the Family Violence Council annually with a participation rate goal of 90% of council members at each meeting, as well as any committee or ad hoc meetings necessary. Partner with government and community agencies to identify gaps in intervention services, and create a structure for addressing those gaps by increasing reporting with a goal of decreasing the annual homicide rate for all forms of family violence (child abuse, domestic violence, and elder abuse).

2. **Resources:** Produce annually the *Report on Family Violence in San Francisco* to be submitted to the Mayor, the Board of Supervisors, and the community at large.

3. **Domestic Violence (DV) Monitoring:** Annual City-wide performance measures will be submitted to the Controller’s Office no later than September 1 of each year, including the following city-wide measures.
   a. Number of domestic violence incident reports made to the Police Department.
   b. Number of domestic violence calls made to 911.

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<th>Goal #4: To advance the policy agenda and public awareness to prevent and curtail the trafficking of women and girls in San Francisco.</th>
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**Objectives**

1. **Mayor’s Task Force on Human Trafficking:** Continue to staff meetings of Task Force, including bimonthly general meetings, monthly child sex trafficking meetings, quarterly massage parlor meetings, and bimonthly sex worker meetings.
   a. Continue on the Advisory Team for the SafeNight smartphone app by Caravan Studios, which matches trafficked survivors with hotel space and resources.
   b. Participate in planning on trafficking efforts around Super Bowl 2016.
   c. Create outreach materials to be used by massage inspection teams.
   d. Create protocols to facilitate reporting by sex workers of violent predators.
   e. Present annual to the Mayor, Board of Supervisors, State Senators, Women’s Caucus, and other interested parties on policies and data around trafficking.
2. **Human Trafficking Notice Law (SB 1193):** Evaluate the human trafficking notice law outreach effort; together with other city agencies, monitor compliance; develop recommendations for changes to the program.

3. **San Francisco Collaborative Against Human Trafficking (SFCAHT):** Reduce staff involvement, but continue to advise on projects as appropriate, including the Human Trafficking Awareness Month Kickoff Event.

4. **Legislative Advocacy**

VI. **Girls**

| Goal #1: Ensure all girls in San Francisco have equal access to social services and education. |

**Objectives**
1. **Girls and Science, Technology, Engineering, Arts and Math (STEAM) Careers:** Explore private and public partnerships with organizations such as American Association of University Women, UC San Francisco, and San Francisco Bay Area technology companies.

2. **Monitor Funding for Girls Services:** Monitor equitable funding of actual allocation of dollars by Children’s Fund.

| Goal #2: Ensure all women and girls have access to adequate and appropriate healthcare. |

**Objectives**
1. **Healthy Mother's Workplace Coalition:** Continue to participate in the Coalition, including organizing the annual Healthy Mother’s Workplace Award Ceremony in September.

VI. **Department Administration**

| Goal #1: Carry out all essential internal operations necessary to ensure smooth operation of the Department and Commission. |

**Objectives**
1. **Staff Development:** Continue to conduct annual performance evaluations for all staff and promote the professional development of staff year-round; ensure that each staff member participates in professional development, attending at least 1 training/conference per year.

2. **Internship Program:** Provide high quality mentoring and supervision to all interns placed with the Department.
   a. Yearlong Fellows (September – May): recruit, interview, and place on rolling basis 2-3 graduate-level interns to support the work of the Department.
   b. Summer Interns (June – August): recruit and interview candidates in January. By April, place 2-3 summer collegiate interns to support specific Department projects.
3. **Work Environment:** Maintain safe and healthy work environment for all staff and maintain a goal of no expenditures on workers’ compensation claims; continue annual participation in the Shape Up San Francisco program, the October Combined Charities Campaign, and work with other City departments at 25 Van Ness Avenue to host health events for employees.

4. **Performance Measures:** Continue to track data that reflects the status of women in San Francisco and the quality of work carried out by the Department by meeting all reporting deadlines.

5. **Annual Report:** Publish an annual report which is then posted on the Department website.

6. **Budget & Fund Development:** On an ongoing basis, pursue strategies to increase departmental resources necessary for addressing the needs of women and girls; secure at least one outside grant.
   a. Advocate for increased funding to support VAW Grants Program and the Department, including the Gender Equality Principles Initiative.
   b. Identify funding for 24-hour emergency response to child sex trafficking.
   c. Advocate for a staff position to support anti-human trafficking work, including hospitality worker training.

| Goal #2: Provide high quality customer service to individual constituents, community and government agencies, and all others accessing Department services. |

**OBJECTIVES**

1. **Information and Referrals:** Continue to provide high quality customer service by responding to constituent requests in a timely fashion, including members of the public, members of other City agencies, and elected officials by maintaining record of no complaints; report to the Commission on trends at least once a year.

2. **Public Outreach:** Comply with all public meeting requirements; maintain a current website that is updated at least once every 2 weeks.