



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
ANNUAL RETREAT
Saturday, November 13, 1999
M.H. De Young Museum, San Francisco CA

1.) CALL TO ORDER/ROLL CALL

Meeting was called to order at 9:20am by President Ximena Delgado.

Commissioners Present:

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

Staff Present:

Sonia Melara
Esther Velonza
Rosario Navarrette
Ann Lehman
Latika Malkani

2.) ADOPTION OF AGENDA

- m/s/c (Miles/Marks) To adopt the agenda giving flexible consideration to the time.**

3.) NEW BUSINESS

ANNUAL PLANNING RETREAT

- Presentation by Amy Ackerman, Attorney, City Attorneys Office, on the following: the role of the Commission, the role of the City Attorney, and public meeting laws.

Distributed copies of City Charter and San Francisco Administrative Code sections applicable to Commissions and the Commission on the Status of Women.

Distributed a copy of publication distributed by the City Attorney's Office:
AN OVERVIEW OF THE LAWS GOVERNING THE CONDUCT OF PUBLIC OFFICIALS.

- **Review of progress report on Fiscal Year 1999-2000.**
- **Review of strategic plans for Fiscal Years 2000-2001, 2001-2002, and 2002-2003.**
- **List of recommendations to be incorporated to the three year strategic plan:**
 1. Work with the Board of Supervisors and the Mayor to increase COSW's budget.
 - a) Request an increase of Commissioners \$25.00 per meeting stipend.
 - b) Research program staff reclassification and salary parity analysis.

2. Present specific issues at Commission meetings
Suggested issues for consideration: *(not listed in order of priority)*
 - Women with Disabilities
 - Various Gender Issues
 - Young Women
 - Juvenile Justice
 - Incarcerated Women
 - Health
 - Transgendered Women
3. Explore housing issues related to women, especially as it relates to homeless women.
4. Research contracting opportunities for women, through the development of a relationship with the Human Rights Commission and reviewing the existing process.
5. Adopt principles related to girls' rights.
 - a) Ensure that girls are included in the development of these rights.
 - b) Explore the idea of establishing a "Junior Women's Commission".
6. Explore women of color issues.
7. Strengthen relationship and increase support of the Friends of the COSW.
 - a) Set up meeting with the Friends Board of Directors and designated Commissioners.
8. Expand promotion of COSW through various avenues such as:
 - a) Expand outreach to the press in regards to COSW meeting notices.
 - b) Further develop and improve existing media/press contact list.
 - c) Develop web page with all pertinent COSW information and maintain updated data.
 - d) Display Commissioners' photos in office and on web site.
 - e) Use e-mail as means for distributing information to a wider audience.

OTHER RECOMMENDATIONS:

1. Increase Commissioners' participation.
 - a) Provide developmental training to Commissioners.
 - b) Set up training session by Amy Ackerman on resolutions. (January 2000 meeting)
 - c) Executive Director to include upcoming events list with monthly Staff Report.
 - d) Invite Commissioners when international visitors are scheduled to meet with COSW.
 2. Take a broad look at the Violence Against Women (VAW) issue.
 3. Consider revising agenda format and have Public Comment come before Old Business rather than after. This change is intended to encourage the public to come and speak at Commission meetings and not have to wait until the end of the meeting.
4. PUBLIC COMMENT
 5. ADJOURNMENT
 Meeting was adjourned at 2:50pm