Equity Advisory Committee (“EAC”)  
Minutes of the January 12, 2011 Meeting

Committee members present:  
Commissioner Ruiz, Joel Brown, Mira Habiby-Browne, Priscilla Padilla, Victoria Tedder, Jane Henzerling,  
Dena Wurmen (late) and Pamela Duszynski

Committee members absent:  
Elena Gil, Daisy Hung, Mollie Ring, and Carnelius Quinn

Staff present:  
Lupe Arreola

Guests present:  
None

Call to order, roll call, And approval of minutes:  
Staff member Lupe Arreola called the meeting to order and called roll. The Committee did not have  
quorum for this meeting. Issues that did not require quorum will be discussed. Quorum met approximately  
half way through the meeting. Minutes from the last meeting presented and motion was seconded to  
approve minutes with one edit, adding Commissioner Ruiz.

Public comment for items not on the agenda:  
None

Commissioners’ and Staff Report:  
None

Update on Domestic Worker Support Letter:  
Ms. Arreola gave a brief background on the drafting of a letter in December 2010 to be sent to the  
Commission on the Domestic Workers’ Rights Bill. The letter content included the EAC support of the  
Bill and calling for the Commission to take on specific actions including but limited to calling for a San  
Francisco Domestic Worker Bill of Rights, call for support of the California Bill, and having a hearing on  
the issue. Presentation of the letter was pushed back do to the Commission elections and call for more  
internal dialogue of the letter content. Plans are set to possibly present the letter at the January 27 or  
February 10 Commission. The California Bill may not be introduced until the spring.

EAC Attendance Report:  
Ms. Arreola analyzed the attendance of EAC members over the last year and sent an email informing  
members of the number of meetings missed and the consequences of too many absences. Missing two  
meetings puts Committee membership in jeopardy. Membership is terminated if three meetings are missed.  
Jennifer Salerno and Cindy Lui officially resigned from the Committee for missing three or more meetings.  
Members who have resigned or asked off the Committee, but interested in returning, must wait a full year  
before re-applying.
Mr. Brown inquired about term limits for continuing members. Ms. Arreola stated that a person can be on one committee for five years before being termed-out; however she would check the by-laws to confirm. Attendance is taken into consideration when members re-apply to the Committee.

**EAC Recruitment Process for 2011-2012:**
Applications are available to returning members and new applicants. Ms. Arreola encouraged members to give out applications to those who might be interested in joining the Committee. Returning members are asked to submit an updated resume, and add why they are interested in serving another term. New member applications are due by February 4 and returning member applications are due by January 28.

Applications will be evaluated and new member as well as approved returning members will be notified by mid-February. The Recruitment Committee requires one HRC staff member, one Commissioner, and one or two EAC members interview prospective members. Ms. Arreola asked for volunteers to participate in the selection process. Ms. Habiby-Browne and Ms. Henzerling offered to assist. Mr. Brown made the motion to accept the volunteers to the Recruitment Committee, seconded, and motion carried.

Moving the EAC forward to 2011-2012:
Should the Committee continue to have work groups and a level of accountability measures that the Committee would like to see implemented was discussed at the December meeting. Frustration was expressed due to a lack of quorum and not being able to move these items forward especially with new members coming on board. Members discussed an idea of having some sort of structure in place before new members came on board. Red tape around implementation of issues being discussed in the working groups and how it affects what can and can not be accomplished was mentioned. Should working groups and individuals move forward on their projects without the entire EAC and if working groups are maintained should there be one issue it should focus on for the term in order to be productive; were questions put forward. Additionally, what would the working group relationship be to the Commission as well as how the EAC could be more affective?

The idea was put forward to clearly define the EAC purpose or re-evaluate its in relation to the Commission given the last year in order. It was suggested to go to the Commission and asked what the purpose of the EAC is because it is not clear. Should the EAC function more like the LBE Committee where Commissioners brought issues they were interested in, develop it, at a certain point, present the issue to the Commission for feedback. Issues such as an amendment to a Charter item or the Commission would give suggestions on what they would like the Committee to work on.

Commissioner Ruiz brought up an example that the Commission was interested in coming up with an Ordinance on immigration status. Commissioner Ruiz encouraged members to make the Committee their own as way to implement change. If the Committee felt strongly about the issue, the EAC did the research, then it would be the Commissioners duty to sheppard it through the Commission to the legislative level. It was expressed that there were not a lack of issues that could be put forward, but the focus on getting consensus among working groups and follow-up/follow through on the foundation work needed to move the issue forward is where the short fall is happening.

A suggestion to abolish the working groups was put forward and according the by-laws as read by Ms. Arreola, working groups are not a required part of the Committee. A general consensus was that working groups were not effective; a motion was put forward to disband them. Motion passed unanimously.

Discussion continued on how to narrow the issue pool and hold members accountability for productive and tangible participation. Members asked for some guidance as to how to construct issues such as previous work and accomplishments of the EAC. An increased dialogue/two-way street communication between the Committee and the EAC was encourage in order to get a clearer sense if there are specific issues around employment, education, and housing that the Commissioner would like to see the EAC work on. Commissioner Ruiz offered to suggest forwarded issues to the EAC from the Commission as they come up and fall into the EAC purview.
The motion was made for the new term that the EAC will focus on three to four issues that can agree upon as a whole, to focus on for the term. Based on the topics, the EAC will decide what the tangible and realistic outcome (hearing, legislation, or report) will be for the issue. The motion passed unanimously.

This motion was made that individual members can introduce, recommend or pursue other issues not taken up as a whole by the EAC. The motion passed unanimously.

Additionally, a more social aspect was suggested, whatever form that would take either as a check-in at the beginning of each meeting, a 7x7 similar to the LGBT Committee or organizing something more than once a month in order to build camaraderie.

A motion was made to create Volunteer Orientation Committee to assist with setting the agenda for the EAC orientation. The motion passed unanimously. Action item for next meeting is to solicit for volunteers.

Action item is to update the EAC website with photos and bios for the new term.

**HRC Student and Organizational Recognition Award Planning:**
Last year was a great success thanks to the Education Working Group. Coro Exploring Leadership and Build On were recipients of the Organizational Recognition and a student from Balboa High School and from International Studies Academy were recipients of Student Recognition.

Press releases and applications are completed but need reviewing, however work is still needed to get the word out for submissions for this year. It was suggested for the new term to consider nominations instead of applications for organization recognition. Working members will be selected when the new EAC members come on board. Further discussion has been tabled until March.

**Final announcements:**
New Commissioners on the HRC: Mark Kelleher, Shirley Beyer-Black, and Thomas Pier. Michael Sweet has been nominated to Chair the HRC. EAC members are encouraged to attend Commission meeting to familiarize themselves with the Commissioners and the HRC process.

Thank you to Elena and Joel for formulating question for the Sit and Lie Ordinance for Police Chief.

The meeting was adjourned at 7:05 pm.