

San Francisco Community Equity Advisory Council

Purpose and Commitment

Background

In 2020, San Francisco Planning Commission and Historic Preservation Commission adopted resolutions centering the Planning Department's work program and resource allocation on racial and social equity. This Equity Council is a response to these resolutions and to the guidance from the Office of Racial Equity to ensure the representation of our diverse communities to address the current crisis and resolve historic inequities.

Purpose

The Equity Council is a group of eleven community leaders dedicated to addressing racial and social equity through strategy development in three focus areas including Community Visibility, Housing Stability and Wealth and Jobs. Through thoughtful and collaborative deliberations, they advise the San Francisco Planning Department staff on policies, strategies and investments to elevate the voices of our diverse communities in City decisions.

Council Organization:

- Full equity council identifies objectives and tasks based on current community and city needs.
- Working groups focus on 3 areas: **community visibility, housing stability, and wealth and jobs**, and deliver on key tasks and actions.
- Working Group members provide recommendations and proposals to present at the later council monthly meetings.
- Members participate in the collective decision-making process through consensus.

Decision-Making Process:

- Decision-making process takes place at the full council monthly meetings.
- Council members have reached a consensus to utilize the Fist-to-Five voting method for group decision-making.
- Fist-to-Five voting rubric:
 - Fist: Against proposal / Does not agree to move forward
 - 3 Fingers: Some hesitation, pause and discuss
 - Five Fingers: Agree to move forward
- A decision cannot be ratified if any single council member expresses hesitation (fist). All council members must agree in order to move forward with a decision.
- Facilitator(s) shares the final decision and next steps after each decision-making process takes place.

EC Member Commitment:

- 12 month commitment (April 2024 - March 2025)
 - Quarterly check ins will take place
- 5 hours monthly commitment
 - Participate in Council meetings ~2 hours
 - Participate in working group meetings ~1 hour
 - Participate in ad hoc 1:1 meetings and review project materials ~2 hours
- Project Meeting Attendance
 - Working Group Meetings: 50% + participation is needed to move forward with a working group meeting.
 - EC Monthly Meetings: A minimum of 7 in-person attendance is required to move forward with the meeting.
 - Missing two meetings consecutively without advance notice can result in reconsideration of council members' participation.

- Serve as facilitators across citywide equity communities
- Advise on outreach, engagement and Council visibility efforts

Compensation:

- A \$300 stipend will be provided to council members based on full attendance to the Monthly Council Meeting **and** Working Group participation.
- The Project Team works closely with GM Consulting Group to track attendance and administer stipends quarterly.

SF Planning Commitment:

- Coordinates all meeting spaces, materials (including agendas), and content experts to ensure productivity.
- Staff project team accordingly, this include facilitators, content experts, consultant experts, and administrative support.
- Ensure Council meetings lead to clear decisions and actions.
- Fund Council, includes stipend compensation, meeting logistics budget, and consultant fees.
- Serves as the facilitator across City departments.

This acknowledgement is recognized by both partners on June 1st 2024

Equity Council Member Name:

Equity Council Member Signature:

Date:

SF Planning Department Member Name: _____

SF Planning Department Member Signature: _____

Date: _____