

## CHILDREN AND FAMILIES FIRST COMMISSION (2022)

The below listed summary of seats, term expirations and membership information shall serve as notice of **vacancies, upcoming term expirations** and information on currently held seats, appointed by the Board of Supervisors. Appointments by other bodies are listed, if available. Seat numbers listed in **bold** are open for immediate appointment. However, you are able to submit applications for all seats and your application will be maintained for one year, in the event that an unexpected vacancy or opening occurs.

### Membership and Seat Qualifications

Seat #	Appointing Authority	Seat Holder	Term Ending	Qualification
1	Public Health	Aline Armstrong	Indefinite	Shall be the Director of Public Health or the Director's designee
2	Human Services Agency	Joan Miller	Indefinite	Shall be the Executive director of the Human Services Agency or the Executive Director's designee
3	BOS	Supervisor Myrna Melgar	10/8/2026	Shall be a member of the Board of Supervisors. Term: Four-year term. (via survey of BOS members)
4	DCYF	Maria Su	Indefinite	Shall be the Director of the Department of Children, Youth and Their Families or the Department Head's designee
<b>5</b>	<b>Mayor - subject to BOS approval</b>	<b>VACANT</b> <a href="#">(Vacated 10/8/2022 via legislation)</a>	<b>10/8/26</b>	Shall be nominated by the Mayor (and approved by the Board of Supervisors) as a representative director or supervisor of a Mayoral office or other City program for prevention or early intervention for families at risk. Term: Four-year term ( <i>2 term limit</i> )
6	BOS	Linda Asato (incumbent term to expire 10/8/23)	10/8/26	Shall be a member of the Child Care Planning and Advisory Council. Term: Four-year term ( <i>2 term limit</i> )

7	BOS	VACANT	10/8/26	Shall be a provider of family support services as described in the SF County Strategic Plan. Term: Four-year term (2 term limit)
8	BOS	Zea Malawa (incumbent – term expires 10/8/23)	10/8/26	Shall represent one or more of the categories specified in additional requirements below. Term: Four-year term (2 term limit)
9	BOS	Lynn Merz (incumbent term to expire 10/8/23 - request conditional resignation)	10/8/26	

**Additional Requirements:** Seats 3 and 5 through 9 are appointed by the board of Supervisors. Seats 1, 2 and 4 shall be entitled to serve indefinite terms as long as they meet the qualifications of membership. Seats 3 and 5 through 9 shall serve four-year terms.

Seats 8 and 9 shall be appointed among the following categories:

Recipients of project services included in the Strategic Plan; educators specializing in early childhood development; representatives of a local child care resource or referral agency, local child care coordinating group; representatives of a local organization for prevention or early intervention for families at risk; representatives of community-based organizations that have the goal of promoting and nurturing early childhood development; representatives of local school districts; and representatives of local medical, pediatric, or obstetric associations or societies. To the extent feasible, members shall be selected from existing committees, councils, or coalitions promoting early childhood development and support of their families in order to facilitate planning and coordination of services.

**BOARD OF SUPERVISORS (BOS) APPLICATION FORMS AVAILABLE HERE**

- English - [https://sfbos.org/sites/default/files/vacancy\\_application.pdf](https://sfbos.org/sites/default/files/vacancy_application.pdf)
- 中文 - [https://sfbos.org/sites/default/files/vacancy\\_application\\_CHI.pdf](https://sfbos.org/sites/default/files/vacancy_application_CHI.pdf)
- Español - [https://sfbos.org/sites/default/files/vacancy\\_application\\_SPA.pdf](https://sfbos.org/sites/default/files/vacancy_application_SPA.pdf)
- Filipino - [https://sfbos.org/sites/default/files/vacancy\\_application\\_FIL.pdf](https://sfbos.org/sites/default/files/vacancy_application_FIL.pdf)

(For seats appointed by other Authorities please contact the Board / Commission / Committee / Task Force (see below) or the appointing authority directly.)

Pursuant to Board of Supervisors Rules of Order 2.19 (Motion No. 05-92) all applicants applying for this body must complete and submit, with their application, a copy (**not**

**original)** of Form 700, Statement of Economic Interests. Applications will not be considered if a copy of Form 700 is not received.

**FORM 700 AVAILABLE HERE (Required)**  
<https://www.fppc.ca.gov/Form700.html>

*Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Commission is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-5184.*

Applications and other documents may be submitted to [BOS-Appointments@sfgov.org](mailto:BOS-Appointments@sfgov.org)

**Next Steps:** Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting and applicant(s) may be asked to state their qualifications. The appointment of the individual(s) who is recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

---

The San Francisco Children and Families First Commission (aka the First Five Commission) consists of a total of nine (9) members. Seats 3 and 5 through 9 are appointed by the Board of Supervisors.

- Seat 1 - member shall be the Director of Public Health or the Director's designee (indefinite term);
- Seat 2 - member shall be the Executive Director of the Human Services Agency or their designee (indefinite term);
- Seat 3 - member shall be a member of the Board of Supervisors (four-year terms);
- Seat 4 - member shall be the Director of the Department of Children, Youth and Their Families or their designee (indefinite term).

Seats 5-9 shall be appointed by the Board of Supervisors and serve a term of four-years (two term limit):

- Seat 5 - shall be nominated by the Mayor (and approved by the Board of Supervisors) as a representative director or supervisor of a Mayoral office or other City program for prevention or early intervention for families at risk.
- Seat 6 – shall be a member of the Child Care Planning and Advisory Council, established in Article XX of Chapter 5 of the Administrative Code.
- Seat 7 – shall be a provider of family support services as described in the San Francisco County Strategic Plan established by Section 86.4 below.
- Seats 8 and 9 - shall be appointed from among the following categories:

- o recipients of project services included in the Strategic Plan; educators specializing in early childhood development; representatives of a local child care resource or referral agency, a local child care coordinating group; representatives of a local organization for prevention or early intervention for families at risk; representatives of community-based organizations that have the goal of promoting and nurturing early childhood development; representatives of local school districts; and representatives of local medical, pediatric, or obstetric associations or societies. To the extent feasible, members shall be selected from existing committees, councils, or coalitions promoting early childhood development and support of their families in order to facilitate planning and coordination of services.

Continuing Membership on Children and Families First Commission. The members of the previously established Commission seated as of the effective date of Ordinance No. 189-22 shall by operation of law remain members of the Commission. Their terms of office and term limits shall not incorporate their previous service on the Commission. The terms of office for members of the previously established Commission, as well as Seat 5, shall begin on the effective date of Ordinance No.189-22 (10/8/2022). Seat 5 shall be vacant until a new appointment is made in accordance with subsection (a) of this Section 86.3. The terms of office for members in Seats 6, 7, 8, and 9 with previous service on the Commission shall be limited to a one-year term. At the conclusion of the transitory one-year term for members in Seats 6, 7, 8, and 9, new appointments to the Commission shall be made in accordance with subsection (a) of this Section 86.3.

In the event a vacancy occurs during the term of office of any appointed member, a successor shall be appointed for the unexpired term of the office vacated in a manner similar to that for the initial member.

This Commission is established to promote, support and improve the early development of children from the prenatal state to five years of age and to carry out the provisions of the California Children and Families First Act of 1998. The powers and duties are stated in Administrative Code, Section 86.2.

**Reports:** The Commission shall establish a San Francisco County Strategic Plan for the support and improvement of early childhood development including family support related to caring for children ages zero to five, within the City and County of San Francisco as stated in Section 86.5 of the Administrative Code. On at least an annual basis, the Commission shall review its Strategic Plan and revise the Plan as may be necessary.

**Authority:** Administrative Code, Sections 86.1 et seq. (Ordinance Nos. 409-98, 321-99, 221-00, 189-22)

**Administering Department:** Department of Early Childhood Education

Sunset Date: None

Contact: Maya Castleman  
San Francisco Children & Families Commission  
1390 Market Street, Suite 318  
(415) 934-4849  
Maya.castleman@sfgov.org

Updated: October 3, 2022