

To: LGBTQ Commission
From: Tanya Beat, Director
Subject: Resolution to make findings allowing continued remote meetings under Brown Act

RECOMMENDATION:

Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

BACKGROUND:

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers fully sunsetted on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during shelter-in-place periods. AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the local agency.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the agency must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. The findings are to the effect that the need for teleconferencing persists due to the nature of the ongoing public health emergency and the social distancing recommendations of local public health officials. Effectively, this means that local agencies must agendaize a Brown Act meeting once every thirty days to make findings regarding the circumstances of the emergency and to vote to continue relying upon the law's provision for teleconference procedures in lieu of in-person meetings.

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows local governments to continue to conduct virtual meetings as long as there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that meeting in person would present risks to health. AB 361 is effective immediately as urgency legislation and will sunset on January 1, 2024.

Further, the Board of Supervisors strongly encourages all legislative bodies of the County of San Mateo that are subject to the Brown Act, including but not limited to, the Planning Commission, the Assessment Appeals Board, the Civil Service Commission, and all other oversight and advisory boards, committees and commissions established by the Board of Supervisors and subject to the Brown Act, to make a similar finding and avail themselves of teleconferencing until the risk of community transmission has further declined

DISCUSSION:

Because local rates of transmission of COVID-19 are still in the “substantial” tier as measured by the Centers for Disease Control, we recommend that the LGBTQ Commission avail itself of the provisions of AB 361 allowing continuation of online meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees. A resolution to that effect, and directing staff to return each 30 days with the opportunity to renew such findings, is attached hereto.

FISCAL IMPACT:

None

RESOLUTION NO.

RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM, MEETING IN PERSON FOR MEETINGS OF THE LGBTQ COMMISSION WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder, and as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or

safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

WHEREAS, the County of San Mateo currently has a Community Transmission metric of “substantial” which is the second most serious of the tiers; and,

WHEREAS, the LGBTQ Commission has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and,

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the LGBTQ Commission deems it necessary to find that meeting in person would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing;

WHEREAS, The Board of Supervisors strongly encourages all legislative bodies of the County of San Mateo that are subject to the Brown Act, including but not limited to, the Planning Commission, the Assessment Appeals Board, the Civil Service Commission, and all other oversight and advisory boards, committees and commissions established by the Board of Supervisors and subject to the Brown Act, to make a similar finding and avail themselves of teleconferencing until the risk of community transmission has further declined;

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that

1. The recitals set forth above are true and correct.
2. The LGBTQ Commission finds that meeting in person would present imminent risks to the health or safety of attendees.
3. Staff is directed to return no later than thirty (30) days after the adoption of this resolution with an item for the LGBTQ Commission to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

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COUNTY OF SAN MATEO LGBTQ COMMISSION

Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Commission

Tuesday, March 1, 2022

6:30 PM – 8:30 PM

MEETING MINUTES

<p>1. Call to Order, Land Acknowledgement, Group Agreements</p>		<p><u>Our Group Agreements</u> include Share the air; step up, step back; Listen for understanding; Lift as you climb; Be present & engaged; Let the facilitator guide the process; Technology on silent.</p> <p>Adjusting the Land Acknowledgement to honor that the land is of Indigenous tribes. We will wait to recognize specific tribe or tribes they come to agreement.</p>
<p>2. Roll Call</p>		<p>Present: Krystle Cansino, Steve Disselhorst, Rev Terri Echelbarger, Giuliana Garcia, Dana Johnson, Christopher Sturken Rebecca Carabez, Lalo Gonzalez, Craig Wiesner</p> <p><u>Non-Commissioners:</u> Tanya Beat, Frankie Sapp, Heather Hopkins</p> <p>Absent: Rudy Espinoza Murray, Bismay Mishra, Sophie Mateja, Linda Wolin</p>
<p>3. Adopt a resolution...</p>		<p>finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees.</p> <p>Rev Terri Echelbarger motions. Craig Wiesner seconds the motion. Approved.</p>
<p>4. Public Comment</p>		
<p>5. Action to Set Agenda & Approve Consent Agenda Items</p>	<p><i>Action</i></p>	<p>Rev Terri Echelbarger motions. Chris Sturken seconds the motion. Approved.</p>
<p>CONSENT AGENDA</p>		
<p>6. Approval of February Meeting Minutes</p>		
<p>REGULAR AGENDA</p>		
<p>7. Reports:</p> <ol style="list-style-type: none"> 1. Pride Center 2. Pride Initiative 3. Director's Report 	<p><i>Update</i></p>	<p>Pride Center:</p> <ul style="list-style-type: none"> - Trans Day of Visibility, March 30th, 6-7:30pm - Clarise Blanchard (Star Vista) is retiring - Alex Golding is now Health Equity Coordinator! - Data Sub Committee: helping folx understand why and how they collect data. - 5 year anniversary for Pride Center (later in June and currently being planned) - Rainbow Kids! Free workshops in April

	<p>Pride Initiative: March 9, 4:30-6:00pm is next meeting</p> <ul style="list-style-type: none"> - Pride Theme: Still Here, Still Proud - Pride Work Group: Friday, March 4 11:30am-12:30pm - Chris invites people to join the Entertainment group for the Pride Celebration. <p>Director's Report</p> <ul style="list-style-type: none"> - In the near future, meet in-person at the Pride Center (hybrid possibility?). Bring back snacks during meetings. - LGBTQ Commission booth at Pride. Join me & coordinate schedules. June 11. Krystle Cansino, Chris Sturken, Rebecca Carabez volunteers. - Invite people to volunteer on your Work Groups. -Visibility Project: Tanya will send emails to all city councils end of March/early April. If you want to be part of those emails, sign up for your city/cities via the spreadsheet tracker. <p>Commission is encouraged to invite various groups, organizations, school districts to raise the flag. Dana volunteers to connect with School Districts & SMCOE.</p> <ul style="list-style-type: none"> -Gender Inclusive Resolution will be presented at April meeting.
<p>8. Work Plan Updates</p>	<ul style="list-style-type: none"> - <u>Inclusion & Visibility Group</u> (Giuliana, Krystle, Dana, Craig, Steve) Focus on creating a LGBTQ+ Office for the County of San Mateo. Prioritizing Research on other offices like this: how they were set up, mission, structure, budget & funding, and how they are being evaluated (measure of success). - <u>Data Work Group</u> (Chris, Bismay, Rebecca, Lalo, Rudy, Rev Terri) Met and started with 1 goal and now have 3 goals. <p>Goal 1: Focus on SOGIE data collection – start with meeting with County Health. Learn from County Health with what works & what their challenges are. Request reports to review. Request that they provide a presentation to the Commission on their SOGIE data collection.</p> <p>Goal 2: SOGIE Trainings: hope to partner with Pride Center and support/build their capacity to do SOGIE trainings. Chris has reached out to Azisa Todd (please include Frankie Sapp).</p> <p>Goal 3: Wellness Survey(s) Step back and learn what data is already out there. From there identify what trends or groups to focus on. Ask Commission for feedback: Study a group or issue? Or a trend, year over year (like the original Wellness Survey)?</p>

		<p>Craig: Think studying a trend would be helpful. Example: impact of the Pride Center on the community.</p> <p>Tanya: Curious about Transgender individuals in SMC. Learn about employment, housing, access to healthcare, youth services.</p> <p>Frankie: recommend meeting with Alex Golding regarding data that Pride Center already collects.</p> <p>Rebecca: would love to do a follow up Wellness Survey but it would need to be very different and condensed. It would be a lot more work as well.</p> <p>Tanya: April LGBTQ Commission – will have actual Work Plans presented by Sub Committees.</p>
9. Wellness Break		Agree to skip
10. Visibility Project		Reported out in Director’s Report – Agenda #7
11. Adjournment		

[San Mateo County Pride Center](#) (click for website)

March 2022 Updates

Administrative Updates:

- **Pride Center Staff Updates**

- **Meet our new Mental Health Clinician Andrea Roth (she/her)!**

- Hello, everyone! My name is Andrea Roth, and I'm the new Associate Mental Health Clinician. I'm so excited to join the team at the San Mateo County Pride Center and to help the LGBTQ+ population which is dear to my heart. I've worked with children, parents, families, and some individual adults in the past, and making therapy more inclusive is important to me. In my spare time, I enjoy baking, cooking, dancing, and rock climbing. I'm looking forward to meeting and getting to know you all.

- **The Pride Center needs YOU!**

- **The Pride Center is turning 5** this year! The Community Advisory Board is gearing up to plan a community event to commemorate and celebrate all we have **accomplished**

- TOGETHER.** This is a great way to:

- Learn event planning skills
 - Meet amazing people
 - Give back to community
 - And have some fun!

- Contact Frankie Sapp (he/him), Program Director,** for more information to get involved:

- Francisco.sapp@sanmateopride.org

- **Virtual Five- Year Celebration Event: Wednesday, June 29, 6pm – 8pm**

- **Entertainment/Performer Callout!!!**

- **Did someone say Visibility Matters?! #ShowYourPride**

- The Pride Center has **new buttons!** Be visible and show San Mateo is safe and welcomes the LGBTQ+ Community!



Special Events and Programs:

- [Trip to the Iris & B. Gerald Cantor Center for Visual Arts](#)
Friday, April 29 from 11 AM – 1:30 PM
 - We are ready to travel again in a safe and healthy way. Come join us to learn about the Rodin sculptures and view the Gordon Parks photography exhibit. Please register by April 22 to Ellyn at ebloomfield@peninsulafamilyservice.org. Accessibility information: This building has ramps. Open to all community members 18+, community members 55+ are strongly encouraged to attend. When you register, we can discuss transportation options.
- **April Earth Day- Queer Voices: A Panel on Intersectionality and the Environment; April 19th from 6-7:30pm**
 - **What does queering environmental sustainability mean?** In honor of April Earth Day 2022, join us on April 19th from 6-7:30pm for Queer Voices: A Panel on Intersectionality and the Environment. From a presentation about the history of environmental sustainability to a panel with two guest speakers from Planting Justice, **come hear from LGBTQ+ folx of color about their experiences in sustainability justice work**, and what the history of queer and marginalized people teach can us in reexamining the current sustainability movement. Following the event, event participants will learn about resources, books, and organizations to support in solidarity with Earth Day 2022's theme, "Invest in our Planet". This is an event you won't want to miss! Stay tuned for more updates about our guest speakers. Stay tuned for more updates about our guest speakers! Register in advance at <https://tinyurl.com/QueerEarthDay2022>
 - This event is sponsored by the San Mateo County Pride Center, the San Mateo County Libraries, and the San Mateo County Office of Sustainability. For questions and general inquiries about this event, please contact azisa.todd@sanmateopride.org.
- **Rainbow Kids digital trainings- throughout April**
 - Kids develop concepts of gender, families, and love before the age of five; adults play an important role in influencing whether young children feel safe and confident in their bodies, families, classrooms and world. Join us on **April 5, 12, or 27** for a free webinar for parents, caregivers, and anyone who wants a more expansive, welcoming world for young children. More information about the training and to register to attend, please see this link: <https://bit.ly/Rainbow-Kids>.
- **Legal Name and Gender Marker Change Workshop- April 27th**
 - If you're interested in changing your name or gender marker on your legal documents, we invite you to attend our monthly Name and Gender Marker Change workshop! Our workshops are completely free of charge & held virtually through Zoom. Workshops occur on the last Wednesday of each month, in both morning and evening sessions (AM Session: 11:00am–12:30pm & PM Session: 5:00pm–6:30pm). If you or someone you know would like to attend, please RSVP online in advance at: <http://bit.ly/name-and-gender-change-rsvp>

May Programming JUST ANNOUNCED!

- **May Mental Health Walk in the Park and Picnic!**
 - Please mark your calendars to join us a gentle walk and historical tour of Coyote Point, on **Saturday, May 13 from 10:00 am – 1:30 pm**. We will be one of the first groups to see the new and improved Coyote Point! Join us for a gentle walk on an accessible pathway to get out of our heads, into our

bodies, and rejoin with community! Together we can experience both the physical *and* mental health benefits of physical activity and social connection. Afterwards, we will enjoy a picnic together. **This event is welcome for all ages** and is proudly sponsored by the San Mateo County Pride Center, the San Mateo County Parks Foundation, and Peninsula Family Service. Participants aged 55+ encouraged to attend. **Please contact ebloomfield@peninsulafamilyservice.org** for more information.

- **Resource Roadmap SMC: A Service Provider's Guide to Supporting Transgender & Gender Diverse Clients**

- Are you a service provider who wants to learn how to better support clients who are transgender, non-binary, or gender diverse? Join us for this free and comprehensive capacity-building workshop led by our Health Equity Coordinator, Alex Golding. Together, we will cover relevant tips and strategies to help you and your clients navigate different resources across San Mateo County (housing, health & wellness, employment, legal, social, and more). We will also hold space to discuss ways that we as providers can begin to identify, address, and overcome any judgments and biases we may have that can impact our work with the transgender and gender diverse community. There will be an interactive presentation followed by an in-depth Q&A.

Intended audience: Case Managers/Social Workers, Healthcare professionals, Mental Health Clinicians, Peer Support/Community Workers

Please contact alex.golding@sanmateopride.org with any questions. Accessibility: The workshop will be in English via Zoom; closed captioning can be provided.

MAY: Tuesday 5/10, 10am-12pm

Registration link: <https://tinyurl.com/provider-roadmap-may2022>

JUNE: Wednesday 6/22, 2-pm

Registration link: <https://tinyurl.com/provider-roadmap-june2022>

- **Peer support groups**

- Stay updated about our peer support groups and changes in group dates & times: <https://sanmateopride.org/programs/peer-groups/>
- Polyam Peer Power Group (18+)
 - 📅 April 6th Group Topic: Participant's choice
 - Find out more on Meetup: <https://www.meetup.com/Polyamory-Peer-Power/events/mptcgsydccbhb/>.
 - Register in advance for this meeting: [https:// tinyurl.com/smcpc-polyampower](https://tinyurl.com/smcpc-polyampower).
- Book Club (18+)
 - 📅 Book: The Song of Achilles by Madeline Miller on Wed 4/6 from 4:30-6:00PM. Registration is required: <https://tinyurl.com/smcpc-bookclub>
 - List of upcoming books in registration link
- LGBTQ+ Parent Group (18+)
 - 📅 April meeting dates: 4/5 & 4/19.
 - Registration is required: <https://tinyurl.com/smcpc-parentsgroup>
- Trans Peer Support Group (18+): April 4th from 6-7:30pm. Upcoming dates: 5/2, 6/6.
 - 📅 Registration is required: tinyurl.com/smcpc-transgroup1

To: LGBTQ Commission of San Mateo County
From: Tanya Beat, Director
Date: April 5, 2022
Subject: Status of recent events/projects

In-Person Meetings at Pride Center

- General Query: Who can attend in-person? Virtual?
- Recommend that we have in-person quorum in order to meet in-person. Will wait until the State issues legislative orders.

Visibility Project Update

- May I keep the Progress Pride Flag information the same or are there updates?

Volunteers

- Are the Work Groups interested in inviting volunteers to help support their work plans?
Who do you envision and how would they be engaged?
- Recruitment Campaign: need mini descriptions that include project(s)

LGBTQ Commission Transitions

- Terms, Vacancies, Co-Chair Elections in June
- Transition Impact on your Work Plans

To: LGBTQ Commission
From: Tanya Beat, Director
Subject: Draft of Gender Inclusive Language Resolution

RECOMMENDATION:

Receive feedback on Gender Inclusive Language Resolution and provide a draft created and reviewed by the LGBTQ Commission to the office of Supervisor Canepa and to San Mateo County Human Resources. Those two offices may revise further and present a Gender Inclusive Language Resolution to the Board of Supervisors.

BACKGROUND:

On September 7, 2021, Sophie Brink, Legislative Aide to Supervisor David Canepa and Shireen Malekafzali, Chief Equity Officer, provided a presentation to the LGBTQ Commission regarding a Pronouns Resolution.

The LGBTQ Commission requested to take the draft of the resolution and work to revise and improve it via a sub-committee.

The sub-committee gathered examples and documents from counties within and outside of the state of California to help them learn what has been successfully implemented already. They have created a new draft document to reflect a Gender Inclusive Language Resolution rather a resolution that only addressed pronouns.

DISCUSSION:

The Sub Committee seeks a resolution that is a start of significant impact in the County of San Mateo to incorporate inclusive language internally and externally. A draft resolution created and reviewed by the LGBTQ Commission would be a step in the process of this kind of resolution. Ideally, experts in the County of San Mateo Human Resources department would provide more significant revisions to this resolution before being passed by the Board of Supervisors.

RESOLUTION ESTABLISHING A COUNTY POLICY TO CONDUCT COUNTY AFFAIRS IN A MANNER THAT USES GENDER-INCLUSIVE AND GENDER-NEUTRAL LANGUAGE

WHEREAS, the County of San Mateo is committed to advancing the rights, protections, dignity, and inclusion of all its residents and employees; and

WHEREAS, the State of California recognized that many transgender and nonbinary individuals are in the state and the necessity for gender inclusivity in state-issued identification documents, legislative drafting guidelines, anti-discrimination laws, and policies related to employment, healthcare, and public facilities; and

WHEREAS, in 2018, the State of California passed a resolution (ACR-260) for the use of gender-neutral pronouns and gender-inclusive language in the drafting of legislation, and for state agencies to participate in efforts to use gender-neutral pronouns and avoid the use of gendered pronouns when drafting policies, regulations, and other guidance; and

WHEREAS, on June 15, 2020, the United States Supreme Court determined that gender identity is a protected category in relation to Title VII of the Civil Rights Act of 1964; and

WHEREAS, it is now a more common and increasingly suggested practice to use gender-neutral and gender-inclusive language in the drafting of legislation, workplace policies, legal, academic, and media writing, and other means of communication; and

WHEREAS, gender identity is a person's understanding, definition or experience of their own gender, regardless of sex assigned at birth; and

WHEREAS, misgendering someone (using the wrong pronouns) can have negative impacts on their mental health, self-confidence, and sense of inclusion; and

WHEREAS, the use of "they" as a singular pronoun is inclusive of transgender and gender-variant individuals;

NOW, THEREFORE, IT IS HEREBY RESOLVED we recommend all new official documents and communications from County agencies, departments, boards, and commissions-including, but not limited to, administrative policies, procedures, forms, websites, press releases, and social media communications shall be drafted using gender-inclusive language to the extent permitted by law; and

FURTHER RESOLVED we recommend annual or semi-annual training for all county employees committing to LGBTQ diversity will be offered for educational purposes

FURTHER RESOLVED we recommend the County exploring a gender inclusive policy to recognize that all employees and citizens of San Mateo County are welcomed, included and treated equitably.

DRAFT

2022 Data Group Work Plan

Goal 1: SMC SOGIE Data Collection Use & Implementation (Chris)

There is a lack of SOGIE data on the LGBTQ+ community in San Mateo County and that data which is already collected is underutilized. Our goal is to examine the existing SOGIE data collection in San Mateo County Health (SMCH), how it is used, and if the way it is being used and collected is as beneficial as it could be. We hope to recommend ways to revise the process to provide the best information for the best outcomes in the County for the LGBTQ+ Community, if needed.

Lead: Chris Sturken, Rudy (interested)

Objective #1: Determine what SOGIE data is collected by San Mateo County Health (SMCH) and how.

Action: Ask SMCH to explain their SOGIE data collection process to the Data Group.

- Ask to meet with Yesska Calderon or another staff member at SMCH
- Request SOGIE data report
- Recommend San Mateo Pride Center best practices for SOGIE data collection, if needed

Due: March/April 2022

Objective #2: LGBTQ Commission receives presentation(s) from SMCH about their SOGIE data collection to learn about trends within the LGBTQ+ community and community needs.

Action: Request that SMCH present their SOGIE data to the Commission in August 2022 if available.

Due: August 2022

Objective #3: Depending on what data is available and the quality of that data, brainstorm or recommend ways to improve data collection.

Action: Recommend San Mateo Pride Center best practices for SOGIE data collection, if needed

Due: November 2022

Goal 2: Supplemental SOGIE Data Training (Chris)

There is high demand for SOGIE trainings but insufficient supply to meet the demand. Our goal is to supplement the capacity of the San Mateo County Pride Center (“Pride Center”) to conduct SOGIE trainings to help meet demand.

Leads: Rev. Terri, Chris, Lalo

Objective #1: Work with Pride Center to develop understanding of current SOGIE training capacity and need. Identify areas of support to the Pride Center to provide training and technical assistance to organizations implementing SOGIE data.

Due: July 2022

Objective #2: Organize SOGIE training for trainers to increase the capacity of Pride Center to provide training and technical assistance to organizations implementing SOGIE data.

Actions:

- Examine need for SOGIE training availability, including in SMCH
- Meet with Pride Center to determine capacity
- If not the Pride Center, then consider other partners
- Create workplan with goals for the number of trainings and individuals trained

Due: Sept 2022

Goal 3: Understanding the LGBTQ+ Data Landscape (Lalo)

There are existing data points on the LGBTQ+ community in San Mateo County. Our goal is to understand the existing data landscape including but not limited to SOGIE, CHKS, Wellness Survey from 2017, etc.

Lead: Lalo, Rebecca

Objective #1: Identify what data is out there (look at county surveys that include LGBTQ+ demographics). Gather existing data, and identify gaps that are lacking data

- Ask to meet with Yesska Calderon or another staff member at SMCH
- Connect with Frankie on data that’s already collected

Action: Review CA Healthy Kids Survey, Wellness Survey from 2019, and identify other sources of data.

Due: October 2022

Objective #2: Study specific groups/facts or trends across the population over time.

Action:

- Set-up a meeting with Alex Golding, Health Equity Coordinator & Clinical Program Analyst at the Pride Center to understand existing data on transgender community.
- Consult with SMCH?

Due: February 2023

Lead: Lalo, Rebecca

Objective #3: Recommend the LGBTQ+ Commission in partnership with SMC Health to implement a research study on the health & wellness of the LGBTQ+ community.

Action: Determine what data gaps there are and if the committee wants to update from the Wellness Survey or create a new research study with a different methodology.

Due: April 2023

Lead: Lalo, Rebecca

Work Plan Timeline:

Mar: draft

Apr: final or close to final draft

May: present to comm

Jun: present to bos

2022 Data Group Work Plan

Introduction

In paragraph form, include the following information:

- ***Sentence 1: State the issue, problem or challenge.***
- ***Sentence 2: State your goal for addressing that issue, problem, challenge.***
- ***Sentence 3: State your project/solution.***
- ***Sentence 4: Explain how the project/solution will address the issue.***

Goal

Concisely state your SMART goal (specific, measurable, achievable, realistic, timely).

Objectives

List the specific tasks you will complete to achieve your goal. Keep this list short, preferably 3 to 5 main tasks.

Timeline

State when the project will begin and end with any other deadlines or important milestone timelines.

Resources

Include the people, money, tools and other resources the project requires.

Team Responsibilities

Include team member's roles and responsibilities on the project.

Concisely state your SMARTIE goal (specific, measurable, achievable, realistic, timely, inclusive, equitable):

Annual Work Plan 2022

Visibility and Inclusion Group: Krystle Cansino, Giuliana Garcia, Steve Disselhorst, Bismay Mishra, Craig Wiesner, Dana Johnson and Chris Sturken

Issue/Problem/Challenge: During the San Mateo County LGBTQ Commission retreat, commissioners identified dozens of ways in which San Mateo County could further its goal of being a more welcoming and safe environment where its lesbian, gay, bisexual, transgender, and queer community members can thrive. Given our Commission’s role of being advisors to the BOS, very few of those ideas could be acted upon by the commission. Instead, the Commission believes the ideas can only be accomplished with dedicated staffing. After several months of discussion, the Commission determined that a County Office of LGBTQ Affairs would be the most effective way of creating and maintaining San Mateo County as a welcoming and safe environment for LGBTQ residents and workers.

Goal I: Create a County Office of LGBTQ Affairs

Objective A: Research Similar Offices in Other Counties / Cities.				
Action Steps	Responsibilities	Timeline	Indicators of Progress	Status
Identify counties, cities and other municipalities that have similar offices	Visibility and Inclusion Group	February 27, 2022	We will have a list	Done
Assign commissioners to reach out to each office and gather information (mission/focus, staffing, budget, success measurements, accomplishments, best practices, pitfalls to avoid. See sample list of questions at the end of this work plan)	Visibility and Inclusion Group	April 1, 2022	Commissioners will know which cities/counties they are researching	In Progress
Create a template for how research can be presented (ask one commissioner to create template)	Visibility and Inclusion Group	June 1, 2022	Google Presents or PowerPoint Template	Not Started
Meet with Supervisor Pine for first discussion of plan and ask if there are other elements of research he wants us to do and other ideas on best way to move forward	Co-Chairs and Members of Commission	June 15, 2022		Not Scheduled
Do the Research (meet with someone in office selected) and Share Results with subcommittee Using PowerPoint / Google Docs	Visibility and Inclusion Group	July 31, 2022		Not Started
Compile Results and share with full commission and vote on whether to move forward with the recommendation	Visibility and Inclusion Group	September 6, 2022		Not Started

Objective B: Create And Present Proposal to Board of Supervisors				
Action Steps	Responsibilities	Timeline	Indicators of Progress	Status
If vote is yes, meet with BOS staff and County Manager staff to determine what BOS and County Manager need from commission for a formal proposal	Visibility and Inclusion Group	January 2023		Not Started
Create Draft Proposal and Work with BOS staff and County Manager staff to get it ready for formal presentation to BOS	Visibility and Inclusion Group	March 2023		Not Started
Approve Final Draft of Proposal	All Commissioners	April 2023		Not Started
Formally Present to BOS	All Commissioners	May 2023		Not Started

Questions for existing Offices of LGBTQ Affairs

- When did your office open and how was it created?
- What is your office's annual budget and staff?
- What is your office's mission?
- Where does your office sit in the county/municipality org chart?
- What does your office do on a typical day?
- How is your office's success measured?
- What are some of your office's most noteworthy achievements?
- What obstacles has your office faced in achieving its mission?
- What advice would you give our commission as we embark upon recommending an office like this for our county?
- Is there anything else you'd like to tell us as we deliberate this?