

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, December 7, 2021

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>2. Roll Call</p>		<p>Present: Krystle Cansino, Rev Terri Echelbarger, Rudy Espinoza Murray, Giuliana Garcia, Dana Johnson, Christopher Sturken, Craig Wiesner, Lalo Gonzalez, Krystle Cansino, Rebecca Carabez (late) <u>Non-Commissioners:</u> Linda Wolin, Frankie Sapp Absent: Steve Disselhorst, Bismay Mishra, Tanya Beat</p>
<p>3. Public Comment</p>		
<p>4. Action to Set Agenda & Approve Consent Agenda Items</p>	<p><i>Action</i></p>	<p>Rudy Espinoza Murray motions. Terri Echelbarger seconds the motion. Approved (not present to vote: Rebecca Carabez, Bismay Mishra. Steve Disselhorst)</p>
<p>CONSENT AGENDA</p>		
<p><i>Note: if there is any Consent Agenda item that needs revised or discussed, this is the time to pull it from the Consent Agenda. It will fall after the Consent Agenda is completed.</i></p>		
<p>5. Adopt a resolution 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>6. Approval of November Meeting Minutes</p>		
<p>7. Approval of Retreat Minutes</p>		
<p>8. REGULAR AGENDA</p>		
<p>9. Reports:</p> <p>1. Pride Center 2. Pride Initiative</p>	<p><i>Update</i></p>	<p>Pride Center:</p> <ul style="list-style-type: none"> - Minimal staff working over the holidays - Mayors Mental Health Initiative – will be collaborating with Pride Center on DEI efforts - CAB Crafternoon this Saturday. - Trans Talks this Thursday. <p>Pride Initiative: December 8, 4:30-6:00pm</p> <p>Pride Celebration Theme ideas submitted. 10 year anniversary in 2022. Zoom link for meeting in written report. Intersection with Juneteenth (via Rev Terri).</p>

	Transgender Day of Remembrance: On RCPL YouTube channel
<p>10. Retreat Discussion & Break Outs</p> <ul style="list-style-type: none"> a. Debrief of Retreat b. Review of Retreat Top Issues/Goals c. Ad-hoc Committees 	<p><u>Debrief of Retreat</u> – Linda Wolin Popcorn feedback from Commissioners:</p> <ul style="list-style-type: none"> - Effective for short period of time - Virtually it went well, effective, hard to hear at times - Organized well; COVID “safe”, connected well, comfortable, welcoming, motivated - Centering, productive, small group work was effective - Pacing was good, large group and small group balance was good - Good space, so good to see everyone in person <p><u>Review of Retreat Top Issues/Goals</u> – Small Groups</p> <ul style="list-style-type: none"> - Break up into three groups; 2-3 top issues you really want to work on, then come back together and share. - Group 1: Dana, Craig, Krystle - Mandate SOGIE data collection - New Wellness Survey - Inclusion/Intersectionality would include gender restroom initiative; gender inclusion policy - Change Commission title to LGBTQIA+ - Require LGBTQ+ seat on all county boards & commission - More collaboration in County equity efforts - Billboard campaign for Pride month - Simplify proclamations and flag raisings - Create LGBTQ Office with staff - Group 2: Lalo, Giuliana, Rev Terri - Continuing gender neutral restroom work - LGBTQ+ History, create a project and make it visible - Services, outreach, advocacy for youth (immigrant youth as well), how to include community in our work - Group 3: Chris, Rudy, Rebecca, Linda - SOGIE Data collection and Another wellness Survey - Best Practices with SOGIE data collection - Increase SOGIE Training with Pride Center - LGBTQ Person of the Year - Create LGBTQ Office with staff - LGBTQ+ Shelter <p>There are items that are repeated & overlap which can be easily included in work plans. LGBTQ name change seems easy but what if “LGBTQIA+” becomes obsolete soon and people use SOGIE? Important to study title & be inclusive.</p> <p><u>Ad-hoc Committees</u> – Dana Johnson, Giuliana Garcia Current: Data, Safety, Visibility Discussion</p> <ul style="list-style-type: none"> - 2 or 3 sub committees are ideal - Confused on what we are agreeing/voting on. How did we get from listed ideas to committees? - Committees create work plans that include one or two goals and explains how that group will achieve that goal over the next two

		<p>years.</p> <ul style="list-style-type: none"> - Response: Then suggest agreeing on priorities first before creating committees. - Confusion with addressing priorities after forming committees. - Concern with forming groups without knowing what the priorities are. - Group went back, included all the priorities from retreat AND priorities discussed in 9.b. - Co-chairs take the lead to decide on groups or group vote? - There are many priorities and afraid that it's too much. How are we going to get this done? - Example of a priority: SOGIE data collection. Collection of data has such an impact on all of us, services provided and money allocated to us (LGBTQ+). That needs to be a priority – it's urgent. This would be THE goal/priority under Data Group. Option 1: Two Committees (Data and Visibility/Inclusion) Option 2: Three Committees (Data, Visibility, Inclusion/Intersectionality) - Chat is hard to decipher – Option 2 is weighing more but will revisit at January meeting.
<p>11. Adjournment</p>		



Meeting Schedule

1. Meetings of the LGBTQ Commission are held on the first Tuesday of each month from 6:30 – 8:30 PM.
2. Unless otherwise noted, meetings will be held virtually via Zoom.

January 4

February 1

March 1

April 5

May 3

June 7

July 5 (Tuesday following Independence Day)

August 2

September 6 (Tuesday following Labor Day)

October 4

November 1

December 6



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

January 2022 Updates

Administrative Updates:

- Meet the New Pride Center Players!
 - **Bianca Sandoval (she/her) our new Administrative Coordinator.** Bianca joins the Pride Center team as a San Mateo County Native and is fluent in Spanglish! She has a background in behavioral health, substance use, and considers her admin skills as a superpower. Personally, she has a passion for photography, boundaries, and dogs!
 - **Devon Dye (he/him) will be our new Peer Group and Volunteer Coordinator** soon! He will be joining us on Monday, December 6. Devon is currently studying psychology and hopes to one day offer gender affirming support to future clients. Supporting and coordinating the peer groups will be a great bridge to his current schooling and he is also bringing a wealth of volunteer experience as well.
- **The Pride Center will be offline on Monday, 1/17** in observance of MLK Jr. Day
 - For general inquiries, you can reach Bianca Sandoval, Administrative Coordinator, at bianca.sandoval@star-vista.org.

Special Events and Programs:

- **January [Name and Gender Marker workshop](#) date: Wednesday, January 26, 2022**
 - **Financial assistance is now available** for Name and Gender Clinic clients to help cover costs for court fees and/or additional certified copies for their updated identity documents. If you need financial help, please fill out our very short application form: <https://bit.ly/ngc-aid-request>. All are welcome to apply, but please note San Mateo County residents will be prioritized. We are also able to provide **FREE chest binders or gaffs** upon request. Please contact Alex at alex.golding@sanmateopride.org if you have any questions. You may also call or text 650-465-6795.
- **The Peninsula Multifaith Coalition's 10th Annual MLK Jr. [Day of service](#): Monday, January 17, 2022**
 - Both online and in person
 - More information about the Day of Service and specific projects can be found at <https://sites.google.com/view/mlkday2022/home/volunteer-information> including information about our Book Drive.
- **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+)
 - Topic: Parenting and Polyamory on Wed. 1/5 at 7PM Find out more on Meetup: <https://www.meetup.com/Polyamory-Peer-Power/events/mptcqsydccbhb/>. Register in advance for this meeting: <https://tinyurl.com/smcpc-polyampower>.
- Book Club (18+)
 - Book: Breakfast at Tiffany's by Truman Capote on Wed 1/5 from 4:30-6:00PM. Registration is required: <https://tinyurl.com/smcpc-bookclub>
- LGBTQ+ Parent Group (18+)
 - Next meeting date: Tue. Jan 4 from 7-8:30 PM. Please stay tuned for information about the updated meeting time on Tue. Jan 18. Registration is required: <https://tinyurl.com/smcpc-transgroup1>
- Trans Peer Support Group (18+): Change of meeting date for January only. January meeting date is **January 10**. This group will return to its normally scheduled meeting date of the first Monday in February. Registration is required: tinyurl.com/smcpc-transgroup1

#8 Reports



San Mateo County PRIDE Initiative Report

- *Dana Johnson (they/ them)- PRIDE Initiative co-chair*
- **LGBTQ Commission Meeting-** Tuesday, January 4, 2022 @6:30pm
- **About the PRIDE Initiative:** The PRIDE Initiative is committed to creating welcoming and inclusive environments grounded in equality and parity for LGBTQ+ community members living and working in San Mateo County. By adopting an interdisciplinary and inclusive approach to collaborating, the PRIDE Initiative looks to partner with individuals, organizations, and providers that work to ensure that services are sensitive and respectful of LGBTQ+ issues.

- ❖ Join us at the next Pride Initiative meeting and give your input about SMC Pride Celebration 2022 during our planning meeting. It would be great to have LGBTQ Commission representation and visibility during SMC Pride celebration 2022 planning.
 - The next Pride Initiative Meeting is Wednesday, January 12, 2022, from 4:30-6pm.
 - SMC Pride Celebration 2022 Planning meeting will be from 5:15-6pm.
 - **To join the Virtual Pride Initiative Meeting here's the Zoom Conference Information:**

<https://us02web.zoom.us/j/284596014?pwd=a0FCcUgrWVNCekkwNTBtVC8wWjRFdz09>

Meeting ID: 284 596 014

Passcode: PRIDEBHRS **(PLEASE NOTE: Password is now required to join)**

- ❖ Special Announcement!!- SMC Pride Celebration 2022 Theme
- *Still Here, Still Proud*

#9 Work Plans Review

Data Group Goal statement

To understand the needs of the LGBTQ+ communities in San Mateo County by collecting and assessing data and information.

Objective #1 Statement

Develop and establish relationships and processes to receive information from other County Departments and organizations (academic institutions, corporate groups)

Action: Work with Pride Center on COVID Survey, its process, data results and outreach.

- **Specific actions:**
 - Understand survey results
 - Collaborate with Pride Center on communication and outreach plan
 - (if possible) Collect feedback on survey results
- **Lead:** Bismay Mishra and Rebecca Carabez
- **Due:** April/May 2021

Action: Create a spreadsheet of data partners to contact and identify Group members to follow-up with each partner

- **Specific actions:**
 - Work with county office contacts to create draft list of data partners
 - Create talking points regarding collecting data and how it is utilized to educate/communicate the information
 - Advocate for data partners to collect SOGIE data
- **Lead:** Bismay Mishra and Tanya Beat
- **Due:** June/July 2021

Action: Follow up with data partners list and validate information & data types

- **Lead:** Chris Sturken and Dena Sexton
- **Due:** August 2021

Action: Continue to maintain and update list of data partners

- **Lead:** All Data Group members
- **Due:** Ongoing, Annually

Objective #2 Statement

Identify and study existing data on specific issues and/or an under-represented group (such as seniors, homeless youth, transgender individuals) to learn the strengths and gaps of services in the LGBTQ community.

Action: Invite Santa Clara County Office of LGBTQ Affairs to a Commission meeting to share with us about their round tables from 2019.

- **Lead:** Tanya Beat
- **Due:** April 2021

Action: Use the findings from the San Mateo County Pride Center survey to identify 2-3 subgroups that are at particular disadvantage due to COVID. Frankie Sapp will present the final findings at the March 2021 LGBTQ Commission meeting.

- **Lead:** Lelan Anders and Bismay Mishra
- **Due:** May 2021

Action: Based on the Pride Center Survey, identify what kind of data is needed to learn more about services available for those sub-groups.

- **Lead:** Lelan Anders and Dena Sexton
- **Due:** June 2021

Action: Identify contacts from the spreadsheet of data partners to learn about available services for the identified communities.

- **Lead:** Dena Sexton, Rebecca Carabez, and Chris Sturken
- **Due:** December 2021

Measure of progress

- Tasks accomplished
- Report learnings and recommendations to the Commission.

Safety Subcommittee Work Plan:

Introduction

It is the goal of the Safety subcommittee to make San Mateo County a safe and inclusive environment for LGBTQ+ residents and employees. Individuals in the LGBTQ community may not feel safe in gendered restrooms and access to gender neutral restrooms invite inclusion for all people to not only feel safe but welcome. Many government buildings in San Mateo County lack gender diverse inclusive restroom facilities for transgender/ non-binary residents and employees due to the age of the facilities. The challenge is to identify and establish more gender inclusive restroom facilities for residents and employees. In a series of Tiers outlined below we plan to make steady progress creating a safer and more inclusive space for gender diverse, Transgender/ non-binary residents and employees.

Goals

This subcommittee will facilitate compliance and/or create policy specific to gender neutral restrooms in all existing San Mateo County buildings. As well as encouraging the inclusion of gender-neutral restrooms in the floor plans of all newly constructed County buildings. Lastly, this group will learn about and potentially work with software location applications that identify gender neutral restrooms throughout San Mateo County

Objectives

- Establish an inventory of single stall used restrooms at existing County buildings.
- Work to ensure bathrooms have correct signage in compliance with [AB1732](#) by working with departments where they exist.
- This group will work to ensure that all new builds for the County include the availability of single-use gender neutral restrooms.
- Explore existing avenues and applications that could be used by residents and employees to locate gender inclusive restrooms in County buildings.

Timeline

This project began in June of 2020, by July 2021 the safety subcommittee plans to meet the measurables in Tier 1 (A) and (B). As well as progress towards Tier 2. We also plan to locate a community partner for all gender restroom location application.

Multi-year Safety subcommittee Tier Plan– Gender Neutral Restrooms

Process for each tier includes: 1) Gather Information; 2) Study Information 3) Create Action Plan

- **Tier 1:** (A). Existing County Buildings
(B). New County Builds
(C). Existing County Leased Buildings
- **Tier 2:** San Mateo County Library Buildings (11 sites)
- **Tier 3:** Municipal Outreach specific to Buildings and gender-neutral restrooms
- **Tier 4:** Community Outreach towards business compliance in conjunction with [AB1732](#)

Team Responsibilities

Dana Johnson: Safety Subcommittee co-lead

Terri Echelbarger: Safety Subcommittee co-lead

Craig Wiesner: Safety subcommittee member overseeing building coding/ language.

Tanya Beat, LGBTQ Commission Director: Staff support

Linda Wolin, Senior Legislative Aide, Supervisor Dave Pine Office: Staff Support



Annual Work Plan 2020-21

Visibility Group: Krystle Cansino, Giuliana Garcia, Steve Disselhorst, Bismay Mishra, and Chris Sturken

Goal I: Increase visibility for LGBTQ in the community as well as LGBTQ Commission

Objective A: June PRIDE Progress flag awareness and raising across the county.				
Action Steps	Responsibilities	Timeline	Indicators of Progress	Status
Identify cities, businesses, and municipal buildings we plan to invite to join the Visibility campaign.	Visibility Group	March 2, 2021		In Progress
Update materials to include Progress Flag, Develop a Press Kit for Commission and members of the public to utilize.	Visibility Group	End of March		In Progress
Each Commissioner chooses 2 cities to take lead on.	All Commissioners	March 2, 2021		In Progress
Identify contact information for each invitation: city clerk, Library Director, Fire Chief, etc..	All Commissioners	End of March		Not Started
Send out all invites, proclamation templates, and Progress Flag educational resources and follow up as needed	All Commissioners	April 2021		Not Started
Possibly present at a city council meeting in order to educate city council on the importance of using the Progress Flag. And recruit community members as needed to support Visibility campaign	All Commissioners	April-May 2021		Not Started

#9 Work Plans Review

Attend City Council meetings where they plan to approve the proclamation and possibly make public comments highlighting the importance of raising the Progress Flag during Pride Month	All Commissioners	May-June 2021		Not Started
Attend Flag Raising in person or virtually	All Commissioners	May-June 2021		Not Started
Debrief and feedback report	All Commissioners	June 2021		Not Started

Objective B: Community Involvement and Engagement Initiative - Events

Action Steps	Responsibilities	Timeline	Indicators of Progress	Status
Support/Promote/Attend Black History Month events with community partners: African-American Community Initiative & SMC Pride Center	All Commissioners	February	Promote/Attend	In progress
Health and Resources Fair	All Commissioners	June 2021		Not started
Support/Promote Transgender Day of Remembrance	All Commissioners	November 2021		Not Started

LGBTQ Commission - Criteria for Selecting Commission Projects

There are 11 criteria for selecting and prioritizing policies that are recommended to the BOS. Please update and/or simplify this document for utilization of policies for 2022-23. We will share your feedback as a group and create a draft final document.

Item #	Criteria Type	Details	Notes
1	Mission	Is the project within the commission's mission? <i>"Cultivating San Mateo County as a welcoming and safe environment where its lesbian, gay, bisexual, transgender, and queer community members can thrive."</i>	
2	Board Purview	<p>Is it a matter that is within the scope of the authority of the Board of Supervisors to take action upon?</p> <ul style="list-style-type: none"> a. Does it impact a county department? b. Does it impact a service provided by the county through a joint services agreement? c. Does it impact a service that the County contracts out? d. Does it impact an independent elected entity? e. Does it impact an independent entity (not elected)? 	

LGBTQ Commission - Criteria for Selecting Commission Projects

3	Priority	Does the project focus on an issue or population that is currently a commission priority?	
4	Strategic	Is the project strategic in that it leverages work toward multiple commission goals?	
5	Foundational Work	<p>What foundational work has been done or would need to be done to undertake the project?</p> <p>a. Education: commission, BOS, broader community?</p> <p>b. Data and Information: collected and summarized to support project?</p> <p>c. Partners: Identified partners/allies to carry the message and help implement the project?</p>	
6	Resources - funding	Funding: Is fundraising required to accomplish the goal?	

LGBTQ Commission - Criteria for Selecting Commission Projects

7	Resources – Human Effort	<p>Are commissioners and the commission director able (and willing) to put in the time to implement the project?</p> <hr/> <p>Lead a team?</p> <hr/> <p>Participate in a team?</p>	
8	Length of Project	<p>Is the proposed project Short term? Medium term? Long term?</p> <hr/> <p>If it is medium or long term, what incremental steps can the commission take to pave the way for success?</p>	
9	Political Capital	<p>Rate the level of political capital it would expend for Commission to pursue?</p> <hr/> <p>Is that political capital available?</p> <hr/> <p>Are there incremental steps or other efforts to build political capital needed to proceed with this endeavor?</p>	

LGBTQ Commission - Criteria for Selecting Commission Projects

10	Optimizing for Success	<p>Tangible Impact: How will the project have meaningful impact on people's lives?</p> <hr/> <p>What data supports the project?</p> <hr/> <p>Have other jurisdictions successfully implemented this or similar projects?</p> <hr/> <p>What partners/allies will help the commission implement this project?</p>	
11	Leveraging Project	<p>How will the commission implement the project to:</p> <ol style="list-style-type: none"> a. Maintain or elevate the commission's presence in the County? b. Foster strategic partnerships across specific targeted sectors? c. Maximize the collection of data and measure outcomes? d. Promote services to fill gaps? 	

#11 Impact/Effort Worksheet

LGBTQ Commission Work Plan Process

Objective: Work as a group to define each objective (or modify/revise) and clarify action steps, who is responsible, timeline for completion and indicators of progress.

- *The creation of Ad-Hoc groups may be needed as the work listed needs more time to be accomplished than the time allotted at monthly Commission meetings.*
- *The groups defining the Goals in this Work Plan are not automatically designated to continue as Ad Hoc groups. The purpose is to complete the overall Work Plan first.*

Impact/Effort Matrix (a tool to help groups decide where to focus efforts when there are many possible actions that can be taken; another way to prioritize.)

Create a numbered list of all potential actions. Then the group quickly indicates how much effort they think it will take to accomplish that action and how much impact it will have on the overall goal. Write that number on the matrix where it represents the effort and the impact.

