



# Gender Analysis of San Mateo County Boards and Commissions 2014-2015

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Presented by the Commission on the Status of Women

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## Table of Contents

Introduction	2
Methodology and Limitation	2
Background on San Mateo County Boards and Commission	3
County Demographic Background Information	4
Gender Analysis Data 2014	5
Decision Making Boards and Commissions 2014	6
Decision Making Boards and Commissions 2015	7
Gender Balanced Advisory Boards and Commissions 2014	9
Gender Balanced Advisory Boards and Commissions 2015	10
Gender Imbalanced Advisory Boards and Commissions 2014	12
Gender Imbalanced Advisory Boards and Commissions 2015	13
Comparison of 2011/2012/2013/2014/2015	14
Noteworthy Trend	16
Recommendations	17
Conclusion	18

## **Introduction**

The Commission on the Status of Women (CSW), an advisory board to the Board of Supervisors of San Mateo County, seeks to improve the quality of life for women of all ages in San Mateo County. Through strategic partnerships and collaboration, the Commission identifies women's needs, advises the Board of Supervisors, and educates the community on matters concerning women.

Boards and commissions involve members of the San Mateo County community in assisting the Board of Supervisors in making sound decisions relating to County policy and governance. A number of the boards and commissions are responsible for allocating and overseeing County funded budgets, and some have final decision-making powers that directly impact the lives of citizens in the County.

This analysis is conducted to evaluate the degree to which the makeup of San Mateo County boards and commissions is gender representative of the community as a whole.

## **Methodology and Limitation**

The County currently has forty advisory and decision-making boards and commissions, not including regional associations run by other government agencies. Gender information was collected for each of these bodies. The data can be found in the Appendix of this report.

This analysis is a snapshot of the membership of San Mateo County advisory boards and commissions at the time of the 2015 roster's publication in December, 2014 and 2015 with data collected through survey responses obtained in November, 2014 and 2015. The primary resources for this report are:

- The Roster Boards and Commissions 2014, published by the County in December 2014;
- The Roster Boards and Commissions 2015, published by the County in December 2015;
- Survey results from each board or commission's contact person in November 2014 and 2015;
- San Mateo County's Boards and Commissions Handbook.

The board and commissions roster is publicly available online at <http://www.co.sanmateo.ca.us/Attachments/bnc/pdfs/Rosters/rptCommissions.pdf>. The roster provides member lists, board function, and other membership information about each board and commission in the County and region. This comprehensive publication is updated annually to reflect the most current information available.

In addition to the data available in this roster, a survey was conducted via email to the staff of Boards and Commissions asking for the number of men, women, and vacancies on each board and commission. Of the forty boards and commissions, forty responded with the gender count, resulting in a 100% response rate. Every effort has been made to reflect accurate and complete data in this report.

Additional information for this gender analysis was gathered from San Mateo County’s Boards and Commissions Handbook, which can be found on the web at <http://bnc.smcgov.org/sites/bnc.smcgov.org/files/documents/files/BnCHandbook.pdf>.

This handbook gives an overview of the role boards and commissions play in the County. The Gender Analysis of San Francisco Commissions and Boards prepared by the City and County of San Francisco in December 2015 was used as a reference. This report can be found online at <https://sfgov.org/dosw/sites/default/files/Gender%20Analysis%20of%20Commissions%20and%20Boards%202015.pdf>

This gender analysis guideline provided a helpful frame of reference for this report. Gender Analysis Guidelines

For the purposes of this report, *gender analysis* is defined as follows:

Gender analysis is concerned with examining public policies and their outcomes through a gender lens. It focuses on the differences in women’s and men’s lives, including those which lead to social and economic inequity for women, and applies this understanding to public policy development, service delivery, workforce issues, and budget allocations in the effort to achieve gender parity.<sup>1</sup>

This gender analysis report will provide insight as to whether the membership of the San Mateo County advisory boards and commissions are reflective of the gender demographics of the County.

Due to the population change in the years since the most recent Decennial Census, this report offers appendices with the 2010 U.S. Census Count and the 2015 U.S. Census Population Division Estimates. For the purpose of this report, the 2015 U.S. Census Population Division information is utilized to reflect the most recent estimate of San Mateo’s County population. The following charts and tables display 2015 U.S. Census Population Division estimates by gender.

\*Data on lesbian, gay, bisexual, transgender, and queer (LGBTQ) identity were limited, incomplete, and/or unavailable, but tried to be included to the extent possible.

All the data collected in this analysis is based on the statement “indicate the number of male, female, transgender, and/gender queer voting member, in addition to the number of vacant position on your board/commission.”

It was challenging to find accurate and precise information regarding gender identity, since some of the board members and commissioners expressed their discomfort and confusion in providing information about their gender identity. This fact is an indicator that there is a need for providing adequate education about gender identity and sexual orientation in the future.

## Background on San Mateo County Boards and Commissions

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<sup>1</sup> “Department on the Status of Women: Gender Analysis Guidelines,” Published by City and County of San Francisco, July 2015

The boards and commissions of San Mateo County have a wide spectrum of purposes and serve a multitude of communities. Some boards and commissions have decision-making authority, some are purely advisory, while others represent a particular community interest. The amount of compensation allocated to members of advisory boards and commissions ranges from \$0 to \$300 per meeting.

### County Demographic Background Information

San Mateo County is located in the Bay Area and is bordered by the Pacific Ocean to the west and San Francisco Bay to the East. San Mateo’s county’s racially and ethnically diverse population makes it a diverse community in the region. According to the most recent figures from the U.S. Census Bureau, 50.8 percent of individuals living in San Mateo County were female in 2015- nearly on par with California’s 50.3 percent female population. For the purpose of this report, the 2015 U.S. Census Population Division information is utilized in order to reflect the most recent estimate of San Mateo County’s population. Table below depicts the gender demographics for San Mateo County (San Mateo County, California, 2015):

Table 1: County Demographic Background Information

<b>Total Population</b>	<b>765,135</b>	
<b>Male</b>	388,688.58	49.20%
<b>Female</b>	376,446.42	50.80%

According to the 2015 U.S. Census Bureau Population Division, an estimated 50.8% of the population in San Mateo County are women, which illustrates a minimal difference in the gender split in the county.

The gender breakdown of San Mateo County and the gender breakdown of the advisory boards and commissions is depicted in the chart below.

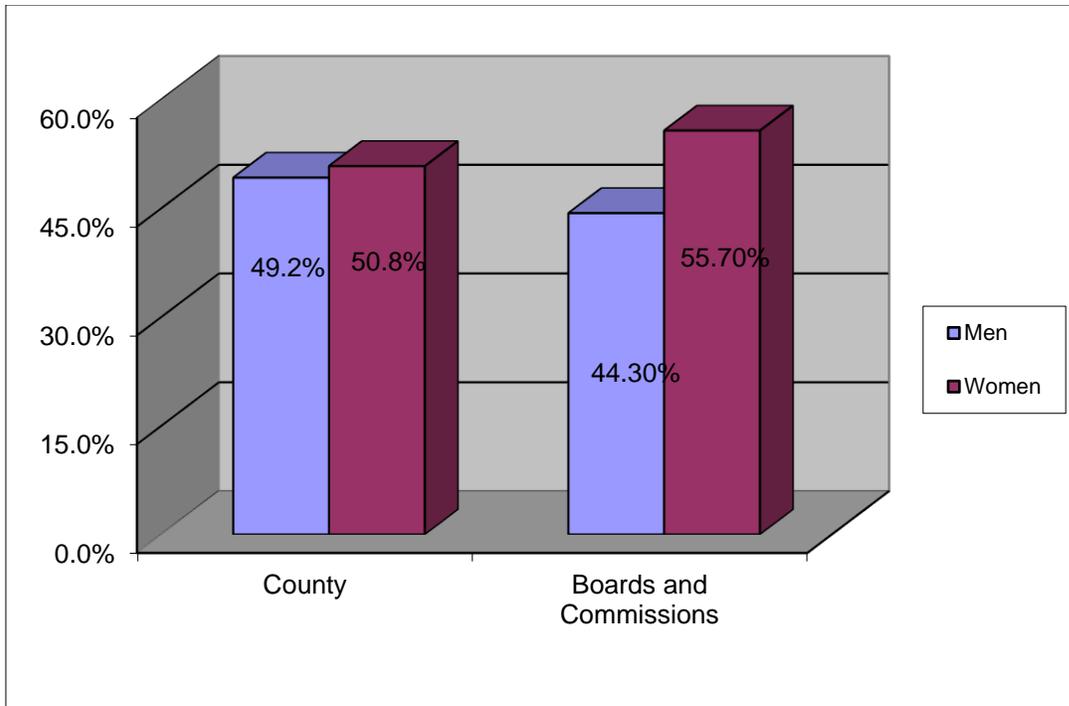


Figure 1: Demographic of San Mateo County vs. Boards and Commissions

Source: U.S. Census Bureau, 2015

As it can be observed, there are 1.6% more women than men in San Mateo County, and there are 11.4% more women than men are participating in San Mateo County’s board and commissions.

In general, Commission and Boards of San Mateo County are reflective of the diversity of this county. It is important to note that, the percentage of women commissioners and advisors has increased since the first gender analysis in 2010 (this number was 48% in 2010), and is 4.90% above the percentage of women in San Mateo County (55.7%). (Gender Analysis of San Mateo County’s Boards and Commissions , 2010)

### Gender Analysis Data 2014

As of December of 2014, the County of San Mateo had thirty-six advisory boards and commissions.

Data from these thirty-six boards and commissions illustrates:

- 385 seats are filled.
- 51 seats are vacant.
- 215 (55.84%) appointees are women.
- 170 (44.15%) appointees are men.

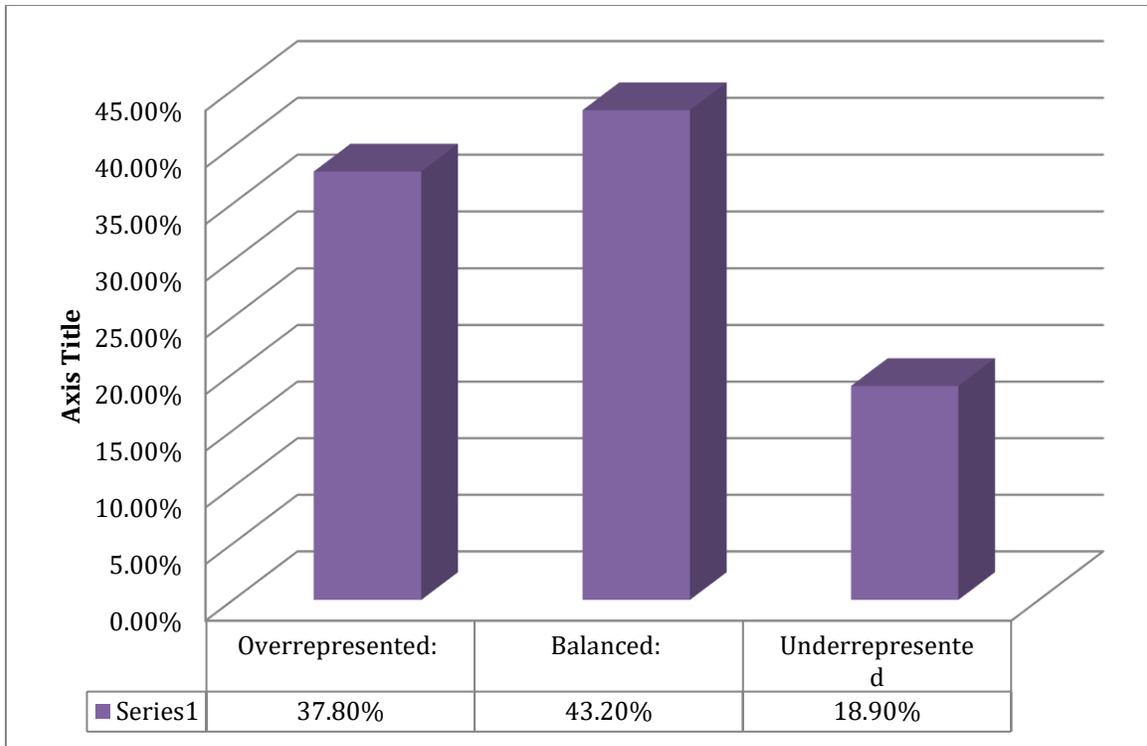


Figure 2: Percentage of gender balanced, underrepresented, and overrepresented boards and commissions for 2014

For the purpose of this analysis, “Balanced”, “Over-Represented”, and “Under-Represented” are defined as below:

- Balanced: Between 40-60% female members.
- Over-represented: 61% or more female members.
- Under represented: 39% or less female members.

### Gender Analysis Data 2015

As of December of 2015, the County of San Mateo had forty advisory boards and commissions.

Data from these forty boards and commissions depicts:

- 412 seats are filled.
- 74 seats are vacant.
- 229 (55.6%) appointed seats are women.
- 183 (44.4%) appointed seats are men.

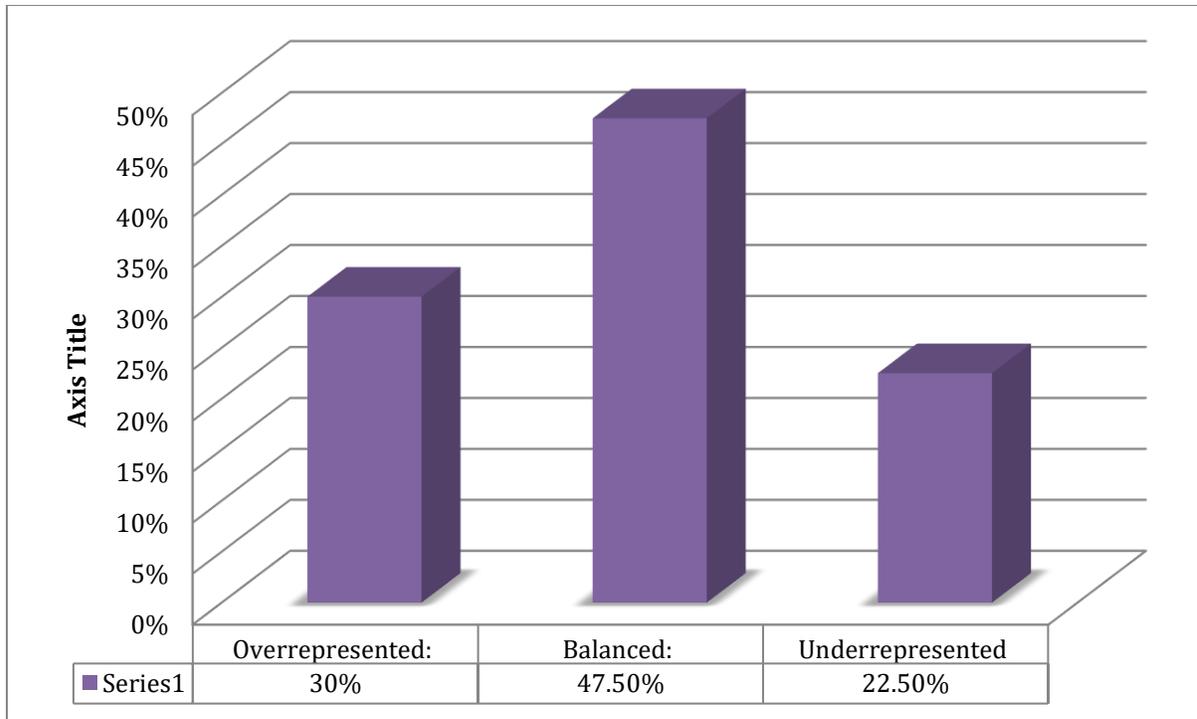


Figure 3: Percentage of gender balanced, underrepresented, and overrepresented boards and commissions.

### A. Decision Making Boards and Commissions 2014

“Non-Advisory Boards and Commissions also known as decision-making groups, are those that make final County decisions, can compel a County decision, can prevent a County decision, or make substantive recommendations that are regularly approved without significant modification by the Board of Supervisors.” (San Mateo County Boards and Commissions (Handbook), 2016)

As it can be observed, half of the decision-making boards and commissions are underrepresented with women. Three of the five bodies, which receive compensation, are underrepresented with women. The assessment Appeals Board has no female members.

Table 2: Percentage of female appointees in decision-making boards and commissions (2014)

Commission	Percent Female	Compensation	Amount
<b>Assessment Appeals Boards</b>	0%	Yes	\$300per meeting
<b>Boards of Building Permit Appeals</b>	25%	Yes	\$50 per meeting
<b>Civil Service Commission</b>	20%	Yes	\$50 per meeting
<b>Design Review Committee</b>	50%	Yes	\$50 per meeting

<b>Planning Commission</b>	40%	Yes	\$200per meeting
<b>Workforce Investment Board</b>	47.36%	None	None

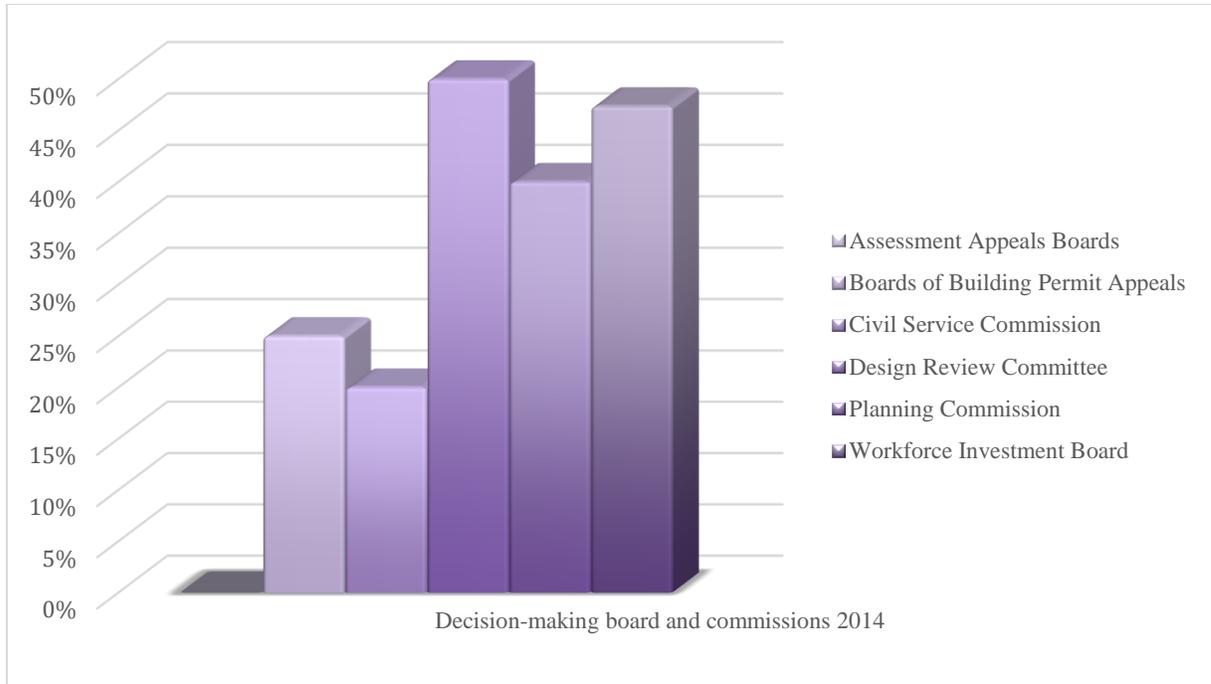


Figure 4: Percentage of female appointees in decision-making boards and commissions (2014)

### Decision Making Boards and Commissions 2015

Table 3: Decision Making Boards and Commissions 2015

Commission	Percent Female	Compensation	Amount
<b>Assessment Appeals Boards</b>	0%	Yes	\$300per meeting
<b>Boards of Building Permit Appeals</b>	25%	Yes	\$50 per meeting
<b>Civil Service Commission</b>	20%	Yes	\$50 per meeting
<b>Design review Committee</b>	50%	Yes	\$50 per meeting
<b>Planning Commission</b>	40%	Yes	\$200per meeting
<b>Workforce Investment Board</b>	47.36%	None	None

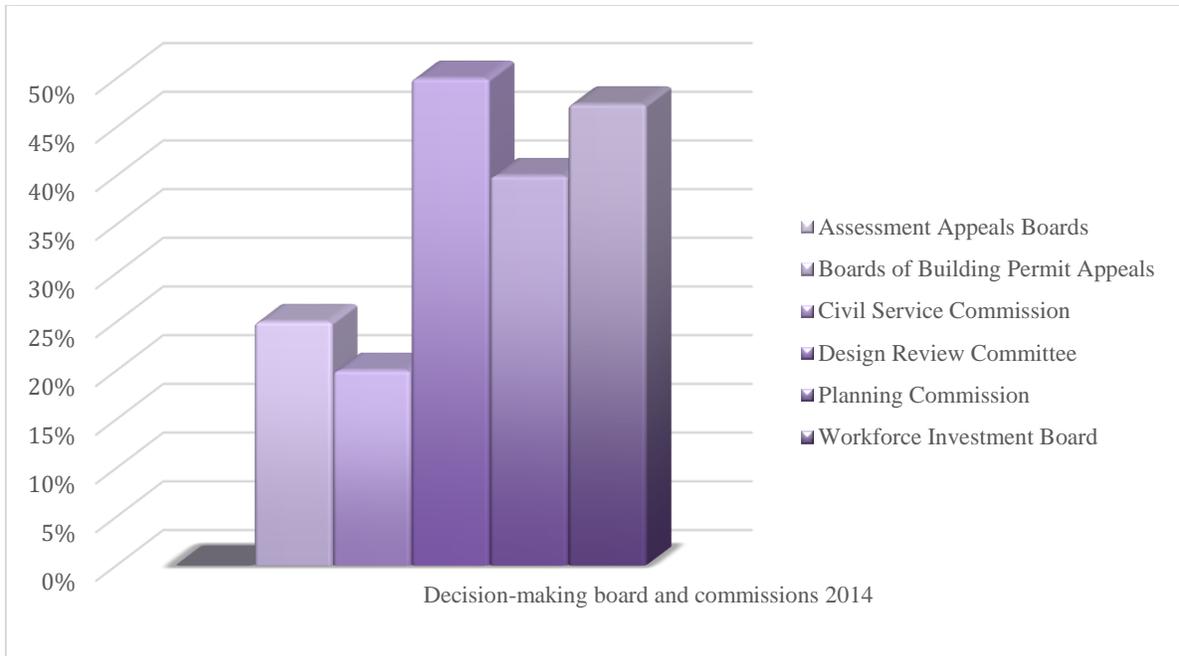


Figure 5: Percentage of female appointees in decision-making boards and commissions (2015)

According to the table above, half of the decision-making boards and commissions are underrepresented with women. Three of the five bodies, which receive compensation, are underrepresented with women. The assessment Appeals Board has no female members.

### B. Gender Balanced Advisory Boards and Commissions 2014

Of the thirty-six advisory boards and commissions, 16 are gendered balanced.

Table 4: Gender Balanced Advisory Boards and Commissions 2014

Commission	Percentage Members	Female	Compensation
<b>Agricultural Advisory Committee</b>	50%		None
<b>Colma Creek Flood Control Zone Citizens Advisory</b>	55.5%		None
<b>Commission on Disabilities</b>	55.55%		None
<b>Confined Animal Technical Advisory Committee</b>	57.14%		None
<b>Design Review Committee</b>	50%		Yes
<b>Emergency Medical Care Committee</b>	53.84%		None

<b>First 5 San Mateo County</b>	50%	None
<b>Health Commission</b>	60%	None
<b>Housing and Community Development Committee</b>	46.15%	None
<b>Juvenile Justice Coordinating Council</b>	47.05%	None
<b>LGBTQ Commission**1</b>	45.45%	None
<b>Measure A Oversight</b>	50%	None
<b>Midcoast Community Council</b>	50%	None
<b>Planning Commission</b>	40%	Yes
<b>San Mateo County Event Center</b>	50%	None
<b>Workforce Investment Board</b>	47.37%	Yes

### **Gender Balanced Advisory Boards and Commissions 2015**

Advisory Boards and Commissions are those that provide recommendations or advice to the board of supervisors. (San Mateo County Boards and Commissions Handbook), 2016)

Of the forty advisory boards and commissions, 18 are gendered balanced.

*Table 5: Gender Balanced Advisory Boards and Commissions 2015*

Commission	Percentage Members	Female	Compensation
<b>Agricultural Advisory Committee</b>	50%		None
<b>Colma Creek Flood Control Zone Citizens Advisory</b>	55.5%		None
<b>Commission on Disabilities</b>	55.55%		None
<b>Confined Animal Technical Advisory Committee</b>	57.14%		None
<b>Design Review Committee</b>	50%		Yes
<b>Emergency Medical Care Committee</b>	50%		None
<b>Emergency Service Council</b>	40%		None
<b>First 5 San Mateo County</b>	50%		None
<b>Health Commission</b>	60%		None
<b>Housing and Community Development Committee</b>	41.66%		None
<b>Juvenile Justice Coordinating Council</b>	47.05%		None
<b>LGBTQ</b>	40%		None
<b>Measure A Oversight</b>	50%		None
<b>Midcoast Community Council</b>	50%		None
<b>Planning Commission</b>	40%		Yes
<b>San Mateo County Employee Retirement Association (SamCera)</b>	45.45%		None
<b>San Mateo County Event Center</b>	50%		None
<b>San Mateo Transportation Authority</b>	57.14%		None
<b>Workforce Investment Board</b>	47.37%		Yes

**C. Gender Imbalanced Advisory Boards and Commissions 2014**

**2014-2015 Gender Analysis of San Mateo County Boards and Commissions**

Of the thirty-six advisory boards and commissions, twenty are gender imbalanced. Seven have a disproportionate number of male members, and thirteen have a disproportionate number of female members.

*Table 6: Commissions with Disproportionate Number of Male Members 2014*

<b>Commission</b>	<b>Percent of Female Members</b>	<b>Compensation</b>
<b>Assessment Appeals Board</b>	0%	Yes
<b>Board of Building Permit Appeals</b>	25%	Yes
<b>Civil Service Commission</b>	20%	Yes
<b>Emergency Service Council</b>	35%	None
<b>Fatherhood Collaboration</b>	27.27%	None
<b>Parks and Recreation Commission</b>	0%	None
<b>Pescadero Community Council</b>	28.57%	None

The membership of Pescadero Municipal Community Advisory Council-28.57% are elected positions that can be held by a registered voter who lives in the respective area.

*Table 7: Commissions with Disproportionate Number of Female Members 2014*

<b>Commission</b>	<b>Percent of Female Members</b>	<b>Compensation</b>
<b>Arts Commission</b>	75%	No
<b>Children’s Collaborative Action Team (CCAT)</b>	70%	No
<b>Commission on Aging</b>	80.95%	No
<b>Commission on the Status of Women</b>	92.85%	No
<b>Domestic Violence Council</b>	66.66%	No
<b>Juvenile Justice and Delinquency Prevention Commission</b>	66.66%	No
<b>Mental Health and Substance Abuse Recovery</b>	72.72%	No
<b>North Fair Oaks Community Council</b>	66.66%	No
<b>San Mateo Child Care</b>	77.27%	No

<b>Partnership Council</b>		
<b>San Mateo Medical Center Board of Directors</b>	66.66%	No
<b>San Mateo County Transportation Authority</b>	71.42%	No
<b>San Mateo County Transit District</b>	75%	No
<b>Treasury Oversight Committee</b>	62.5%	No

### Gender Imbalanced Advisory Boards and Commissions 2015

Of the forty advisory boards and commissions, twenty-one are gender imbalanced. Eight have a disproportionate number of male members, and thirteen have a disproportionate number of female members.

*Table 8: Commissions with Disproportionate Number of Male Members 2015*

<b>Commission</b>	<b>Percent of Female Members</b>	<b>Compensation</b>
<b>Assessment Appeals Board</b>	0%	Yes
<b>Board of Building Permit Appeals</b>	25%	Yes
<b>Civil Service Commission</b>	20%	Yes
<b>Pescadero Community Council</b>	12.5%	None
<b>Parks and Recreation Commission</b>	0%	None
<b>Veteran’s Commission</b>	20%	None
<b>Resources Conservation</b>	0%	None

*Table 9: Commissions with Disproportionate Number of Female Members 2015*

<b>Commission</b>	<b>Percent of Female Members</b>	<b>Compensation</b>
<b>Arts Commission</b>	75%	No
<b>Children’s Collaborative Action Team (CCAT)</b>	77.77%	No
<b>Commission on Aging</b>	88.23%	No
<b>Commission on the Status of Women</b>	100%	No
<b>Domestic Violence Council</b>	70.58%	No

<b>Juvenile Justice and Delinquency Prevention Commission</b>	77.77%	No
<b>Mental Health and Substance Abuse Recovery</b>	72.72%	No
<b>North Fair Oaks Community Council</b>	70%	No
<b>San Mateo Child Care Partnership Council</b>	77.27%	No
<b>San Mateo Medical Center Board of Directors</b>	62.5%	No
<b>San Mateo County Transit District</b>	66.66%	No
<b>Treasury Oversight Committee</b>	62.5%	No
<b>Youth Commission</b>	76%	No

### Comparison of 2011/2012/2013/2014/2015

Gender participation of advisory and decision-making boards and commissions countywide:

Table 10: Comparison of 2011/2012/2013/2014/2015

	Male	Female	Vacant	Total	% Active Women
2011	182 (45.3%)	220 (54.7%)	63	465	54.7%
2012	181 (45.7%)	215 (54.3%)	57	453	54.3%
2013	174 (43.6%)	225 (56.3%)	59	399	56.3%
2014	170 (44.15%)	215(55.84%)	51	385	55.84%
2015	183 (44.41%)	229(55.58%)	74	412	55.58%

After remaining almost constant between 2011 and 2012, there was a 2 percent increase in female participants in 2013. However, despite an increase of 2-percentage point since 2013, the percentage of female participants in boards and commissions has decreased since 2014, and remained almost constant (0.26% decrease) in 2015.

Table 11: Comparison of 2011/2012/2013/2014/2015

2011	2012	2013	2014	2015
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<b>Overrepresented</b>	11 (33.3%)	12 (36.4%)	12 (36.4%)	13(36.11%)	13(33.33%)
<b>Balanced</b>	11 (33.3%)	9(27.2%)	13(39.4%)	16(44.44%)	18(46.15%)
<b>Underrepresented</b>	11 (33.3%)	12 (36.4%)	8 (24.2%)	7(19.44%)	8(20.51%)

The graph below depicts the percentage of gender-balanced, over-represented, and under-represented advisory boards and commissions for the consecutive years of 2011, 2012, 2013, and 2014.

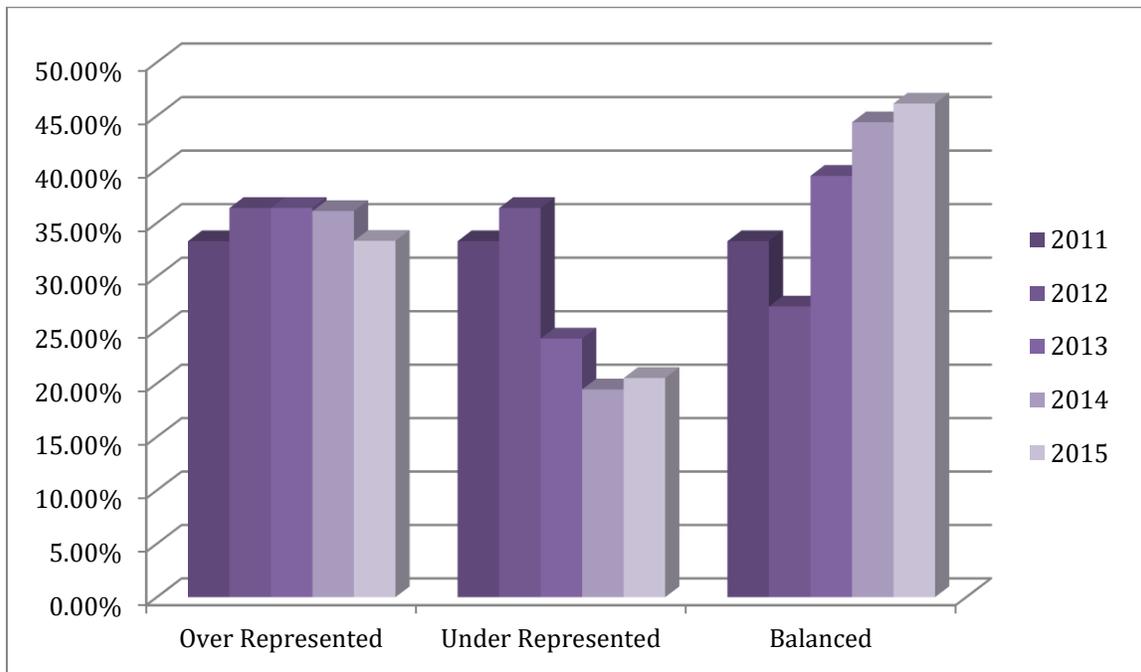


Figure 6: Comparison of 2011/2012/2013/2014/2015

- According to the table above, the overrepresented column had the least degree of fluctuation. This column displays that the overrepresentation remained constant during the years of 2012, 2013, and 2014. For 2015, however, it has decreased 2.7 percent.
- The underrepresented advisory bodies have declined sharply after 2012 (15.89%).
- Unlike underrepresented advisory bodies, balanced advisory boards and commission have faced a sharp increase after 2012. The percentage has escalated about 18.95%.

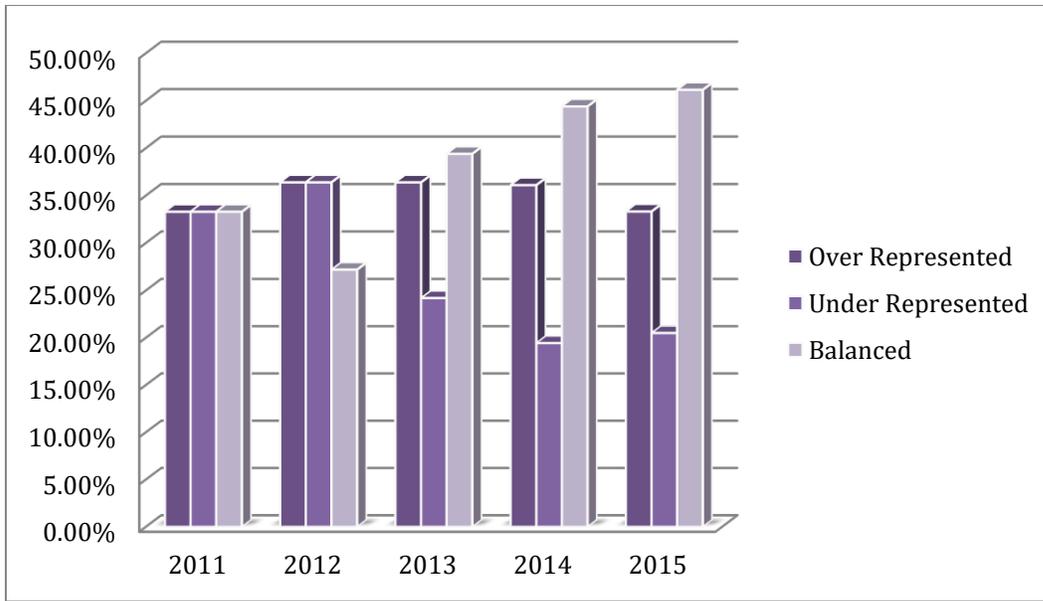


Figure 7: Comparison of 2011/2012/2013/2014/2015

### Noteworthy Trend

In general, the percentage of women participants is 55.7% and is slightly more than the female percentage of San Mateo County. The five-year comparison of gender diversity on commissions and boards depicts that the percentage of female participants has been consistent almost since the 2013 report. However, there is still discrepancy between the number of female participants and the county’s female population. The percentage of female participants is 4.9 percent above parity.

Compare to 2011, 2012, and 2013, more gender balanced commissions and boards can be observed. The trend shows that the percentage of gender-balanced commissions and boards has been surged 6.75 percent since 2013. Even though the number of female participants in each board and commission has not increased distinctly, there is a vivid trend toward more gender-balanced structure.

The most significant positive changes occurred in the following boards and commissions:

Table 12: Increase in Female Participation

Board or Commission	Increase in Female Participation (Active Members)			
	2013	2014	2015	Variance
<b>Children’s Collaborative Action Team (CCAT)</b>	67%	70%	78%	+11%
<b>Design Review Committee</b>	40%	50%	50%	+10%

<b>Emergency Medical Care Committee</b>	41%	53.8%	50%	+9%
<b>North Fair Oaks Community Council</b>	55%	66.6%	70%	+15%
<b>Treasury Oversight Committee</b>	50%	62%	62%	+12%
<b>Workforce Investment Board</b>	60%	60%	76%	+16%

## Recommendations

The Commission on the Status of Women is pleased to report that the overall gender mix of county boards and commissions is in line with the general population of the County. The main purpose of this report is to scrutinize whether the appointments to commissions, boards, and other decision-making bodies are reflective of the diverse population of San Mateo County. More can be done by pursuing the following recommendations:

**1) Reevaluate the language used to promote each board and commission.**

It is recommended that all descriptions promoting or pertaining to the boards and commissions use gender-neutral language. In particular, the description of the requirements for the Assessment Appeals Board (0% female) can be reworded so that it does not include the word “he” in describing membership. **This statement still exists in the website.**

**2) Increase outreach to Boards and Commissions with a 30% or less gender divide.**

Boards or Commissions with less than 30% membership of either gender should make a point of reaching out to a broader segment of the San Mateo County in order to create opportunities for qualified male and female applicants from a variety of backgrounds and experiences. The Commission is available to assist with getting the word out about vacancies. There should be particular outreach to women to participate in decision-making boards and commissions where women are under-represented.

**3) Encourage the voluntary collection of gender data from the boards and commissions.**

The Commission on the Status of Women is willing to coordinate this annual analysis in order to develop longitudinal data that can be analyzed for trends and seeks support from

the Board of Supervisors in encouraging all County Boards and Commissions to actively participate in the annual gender analysis by answering survey questions once a year.

**4) Continue to improve the promotion of vacancies to a wider audience.**

By establishing a consistent method of recruiting for all Boards and Commissions the County would provide more visibility to the wide array of opportunities for civic engagement available to the public of either gender. This will facilitate greater community involvement and awareness. The commission applauds the efforts that have led to the development of web pages for Boards and Commissions that are easily searchable by users within our community. The GovDelivery e-mail notification service is a good mechanism to announce vacancies to a list of potentially interested subscribers. This e-mail notification service, which is highlighted on the County's homepage, could include a specific RSS feed for Board and Commission vacancies.

**5) Address gender identity in future reports.**

While it is not beneficial or realistic to expect appointments to be made purely based on gender and other similar factors, a general knowledge of the aforementioned is crucial when appointing persons to serve. For this purpose, a report can be conducted in 2016-2017 to address these gender identity and sexual orientation.

Moreover, for future gender analysis reports and to ensure the inclusion and representation of LGBTQ community, it is essential to request voluntary information of gender identity and sexual orientation of members.

## **X. Conclusion**

Since the first gender analysis report of San Mateo County in 2011, there had been a constant surge of female commissioners and board members. The 2014-2015 analysis has shown that women have a higher rate of membership on San Mateo County boards and commissions than in the general population. However, decision-making boards and commissions have an under-representation of female members. The Commission encourages efforts to expand the outreach for vacancies for all advisory bodies and particularly those with predominantly male or female members to increase awareness and to offer greater opportunities for participation.

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