**Edwin M. Lee**

Mayor

**City and County of San Francisco**

**HUMAN RIGHTS COMMISSION**

**Theresa Sparks**

Executive Director

**San Francisco Collaborative Against Human Trafficking**

**Report on the 2013 Conference Planning Committee Meeting on Monday, October 15, 2012, 10:30 – Noon**

HRC, 25 Van Ness Avenue, Suite 800

1. **Introductions**
2. **Reviewed Notes from Previous Meeting (see notes attached to meeting agenda)**
3. **Identify the type of trafficking the 2013 Conference will focus on**
	1. Two conferences
		1. First – Focus on child sex, drug and weapon trafficking
			1. Include a preliminary, more minor panel on labor trafficking
			2. Aim for zero tolerance in SF for child trafficking – general consensus on this already, and a good place to start the campaign
			3. Address the role of domestic violence
			4. Address the role of the foster care system
		2. Second - full labor trafficking at later conference; both adults and children
			1. Including sexual exploitation, forced prostitution, within labor trafficking
			2. Including the many different kinds – fruit sellers, people in old folks homes, nannies, Indian engineers in Oklahoma, restaurant and agricultural labor
4. **Identify the target audience for the 2013 Conference**
	1. All individuals trafficking victims regularly encounter. Examples:
		1. Schools and related institutions (e.g. school boards)
		2. Foster system
		3. Child Protective Services (CPS)
		4. Prosecutors
		5. Judges
		6. Law enforcement
		7. Tourist industry – regulators, hotels (could include presentation from Polaris Project)
		8. Community based organizations and NGO’s
		9. Social workers
		10. Medical people
	2. Legislators who have focused on this issue/show interest in the issue
	3. Invite anyone who wants to come – even if they cannot help inform policy, they can learn through attendance.
5. **Set concrete goals for Conference to accomplish**
	1. Combination of goals (a)-(c) on notes from previous meeting:
		1. Bring together stakeholders to create public policy recommendations
		2. SF Zero Tolerance Policy – theme of poster contest?
	2. Identify and work to remove roadblocks to enforcement, to victims obtaining necessary services, that perpetuate the problems – “A Day in the Life” video
		1. Start conference with this video
	3. Prepare potential speakers in advance so that they will have already discussed and thought through their ideas together
		1. Phone calls and meetings so that conference isn’t first time ideas are introduced to panelists, but is the first time it is introduced to the media and wider audience
	4. Start with day in the life video because it focuses conversation and sets the tone]
6. **Based on above, set target date(s) and duration for 2013 Conference**
	1. May 2013 sex trafficking (but not Monday or Friday of Mother’s Day weekend or Memorial Day weekend; 3rd week would be good)
	2. Jan 2014 labor trafficking
7. **Teams Going Forward:**
	1. **Panelist Selection Team**
		1. Members (revise retroactively to reflect team members as of 12/1/12):

|  |  |
| --- | --- |
| Stephanie Block | XXXXXXXXXXXXXXXXXX |
| Rosie Breen | XXXXXXXXXXXXXXXXXX |
| Sheryl Davis | XXXXXXXXXXXXXXXXXX |
| Nancy Goldberg | XXXXXXXXXXXXXXXXXX |
| Benita Hopkins | XXXXXXXXXXXXXXXXXX |
| Antonia Levine (Team Point of Contact) | XXXXXXXXXXXXXXXXXX |
| Alix Lutnick | XXXXXXXXXXXXXXXXXX |
| Donna Sinar | XXXXXXXXXXXXXXXXXX |
| Marianna Warmee | XXXXXXXXXXXXXXXXXX |
| Taraneh Moayed (to provide admin assistance only) | XXXXXXXXXXXXXXXXXX |

* + 1. Tasks:
			1. Solicitation and confirmation of panelists on or before January 1, 2013
			2. Set conference agenda based on panelists attending conference
	1. **Budget Team**
		1. Members (revise retroactively to reflect team members as of 12/1/12):

|  |  |
| --- | --- |
| Sheryl Davis | XXXXXXXXXXXXXXXXXX |
| Nancy Goldberg | XXXXXXXXXXXXXXXXXX |
| Carletta Jackson-Lee | XXXXXXXXXXXXXXXXXX |
| Taraneh Moayed (Team Point of Contact) | XXXXXXXXXXXXXXXXXX |

* + 1. Tasks:
			1. Location scouting/reservations
			2. Logistics
			3. Fundraising and spending
	1. **Educational Credits Team**
		1. Members (revise retroactively to reflect team members as of 12/1/12):

|  |  |
| --- | --- |
| Sheryl Davis | XXXXXXXXXXXXXXXXXX |
| Nancy Goldberg | XXXXXXXXXXXXXXXXXX |
| Carletta Jackson-Lee | XXXXXXXXXXXXXXXXXX |
| Taraneh Moayed (Team Point of Contact) | XXXXXXXXXXXXXXXXXX |

* 1. **Marketing and PR Team**
		1. Members: (revise retroactively to reflect team members as of 12/1/12)

|  |  |
| --- | --- |
| Aimee Allison (Team Point of Contact) | XXXXXXXXXXXXXXXXXX |
| Nancy Goldberg | XXXXXXXXXXXXXXXXXX |
| Stephanie Block | XXXXXXXXXXXXXXXXXX |
| Gabby Hurt | XXXXXXXXXXXXXXXXXX |

1. **Designate single point of contact for coordinating 2013 Conference Committee’s activities**
	1. Taraneh Moayed