AGENDA

1. Call to Order
2. Welcome and Introductions
3. Public Comment - The public may comment on any matter within the Advisory Board’s jurisdiction at this time. Please comment on agenda items below when the item is called. Comments may be limited to two minutes at the discretion of the Chair - (discussion item)
4. Approval of November draft minutes - (discussion and action item)
5. Report by Chair - (discussion and possible action item)
6. Subcommittee Reports
7. Old Business – (discussion and possible action item)
   a. Update on Mayor’s office seat.
   b. Topics the board would like to have speakers come present on.
8. New Business -- (discussion and possible action item)
9. Adjournment
Accessible Meeting Information:

**Thirty Van Ness Avenue, San Francisco, CA 94102**

Meetings will be held at 30 Van Ness Avenue. Accessible seating for persons with disabilities, including those using wheelchairs will be available.

The closest accessible BART Station is Civic Center located at the intersection of Market Street and 8th St. Accessible MUNI lines serving this location are the F-Line to Market Street and Van Ness Avenue, 6/Parnassus, the 7/Haight, 9/San Bruno, 14/Mission, 14L/Mission Ltd, 26/Van Buren, 47/Van Ness, the 49/Van Ness-Mission, 71/Haight Noriega, 71/Haight Noriega Ltd., and the Metro Station at Van Ness Avenue and Market Street. Further information about MUNI accessible services can be obtained at www.sfmta.com or by telephoning MUNI Routes and Schedules at 3-1-1 or at (415) 701-4485.

Accessible curbside parking has been designated adjacent in front of the Walgreens Store at the corner of Market and Van Ness Avenue.

Minutes of the meeting are available in alternative formats. If you require the use of a reader during the meeting, American Sign Language interpreters, and/or a sound enhancement system, please call DPW’s Accessibility Access Coordinator at (415) 557-4685 at least 72 hours prior to the hearing.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 557-4685 to discuss meeting accessibility. In order to assist the City’s efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

Government’s duty is to serve the public, reaching its decisions in full view of the public. Commissions, Boards, Councils, and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, City Hall Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 or phone (415) 554-7724, Fax (415) 554-7854 or E-mail spotf@sfgov.org

** LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100; fax (415) 252-3112 or web site: www.sfethics.org.

**LANGUAGE INTERPRETERS**

Request must be received at least 48 hours in advance of the hearing to ensure availability.

ESPAÑOL: La solicitud de un intérprete debe recibirse 48 horas antes de la reunión.

中文：如需即時傳譯，請於會議前最少四十八小時通知