

**Commission Members:**

Dr. Jonathan Butler (Chair)  
Christin Evans (Vice-Chair)  
Katie Albright  
Dena Aslanian-Williams  
Bevan Dufty  
Joaquin Guerrero  
Sharky Laguana

**Mayor**  
London Breed

**Shireen McSpadden, Executive Director**  
Department of Homelessness and Supportive Housing

**Commission Secretary**

Bridget Badasow

## City & County of San Francisco Homelessness Oversight Commission (HOC) Meeting Minutes



### Meeting Minutes

Homelessness Oversight Commission (HOC) Regular Meeting  
Meeting Date: Thursday, November 7, 2024

9:00 AM

1 Dr. Carlton B. Good Place  
Room 416, City Hall

Members of the Homelessness Oversight Commission will attend this meeting in-person. Members of the public are invited to observe the meeting in-person or remotely online as described below. Members of the public attending the meeting in person will have an opportunity to provide public comment on every action or discussion item. In addition to in-person public comment, the Commission will hear up to 10 minutes of remote public comment on each action or discussion item.

The Commission will hear remote public comments on items in the order that commenters add themselves to the queue to comment on the item. Because of the 10-minute time limit, it is possible that not every person in the queue will have an opportunity to provide remote public comment. Remote public comment from people who have received an accommodation due to disability (as described below) will not count toward the 10-minute limit. Members of the public are encouraged to provide public comment via email. Send an email to the Commission Secretary [bridget.badasow@sfgov.org](mailto:bridget.badasow@sfgov.org) by 5pm the day before the meeting to ensure your comment is received by the Commission in advance of the meeting.

Additionally, copies of today's agenda, minutes and "all" presented items can be found on the San Francisco Department of Homelessness and Supportive Housing (HSH) website. <https://hsh.sfgov.org/commission-and-committees/>

The HOC inaugural meeting can be seen in its entirety on SFGovTV  
[https://sanfrancisco.granicus.com/ViewPublisher.php?view\\_id=227](https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=227)

**Homelessness Oversight Commission Members:**

Dr. Jonathan Butler, Chair  
Christin Evans, Vice Chair  
Katie Albright  
Dena Aslanian-Williams  
Bevan Dufty  
Joaquin Whit Guerrero  
Sharky Laguana

**Department of Homelessness and Supportive Housing (HSH) Executive Director**

Shireen McSpadden

**Commission Secretary**

Bridget Badasow

**ORDER OF BUSINESS:**

1. **CALL TO ORDER**

**Chair Bulter** called the meeting to order at 9:00 am and read the Ramatush Oholone Land Acknowledgement.

2. **ROLL CALL**

Present: Chair Jonathan Butler  
Vice Chair Christin Evans  
Bevan Dufty  
Joaquin Guerrero

Absent: Katie Albright  
Dena Aslanian Williams  
Sharky Laguana

Present: Deputy Director Emily Cohen

3. **ANNOUNCEMENTS REGARDING SOUND PRODUCING DEVICES DURING THE MEETING**

**The Commission Secretary** made the prohibition of sound producing devices announcement.

4. **ANNOUNCEMENTS BY THE CHAIR**

Chair Butler thanked Vice Chair Evans for presiding over the August and October meetings during his absence. The Chair stated in light of the recent elections he hopes that HSH staff and the Commission stay focused on the task at hand and work together.

5. **COMMUNICATIONS**

No communication

**PUBLIC COMMENT**

No public comment

**6. APPROVAL OF THE OCTOBER 10, 2024, SPECIAL MEETING MINUTES**

**PUBLIC COMMENT**

No Public Comment

On motion to approve the October 10, 2024, HOC Meeting minutes.

AYES: Butler  
Evans  
Dufty  
Guerrero

Absent: Albright  
Aslanian-Williams  
Laguana

Action: October 10, 2024, Minutes Adopted.

**7. EMPLOYEE RECOGNITION**

The Deputy Director Emily Cohen and the HOC honored Grace Gin, Anthony Macaulay and Charles Minor from the HSH Continuum of Care team for their dedication and hard work.

**8. DIRECTOR’S REPORT**

HSH Deput Director, Emily Cohen will present the Director’s Report.

The Deputy Director was pleased to announce that Lisa Rachowicz has been promoted to Director of Shelter and Outreach after an extensive search. Lisa, who has been serving in the role on an interim basis, officially assumed her new responsibilities on October 12, 2024.

Next, the Deputy Director provided updates related to each component of the Homelessness Response System and some corresponding programmatic updates. In September, the San Francisco Homeless Outreach Team conducted 2,837 engagements and distributed 6,290 engagement tools and resources including food, water and hygiene materials. Also in September, SF HOT conducted 233 assessments in the field, connecting ten households to housing, including six through the Street to Home program.

Last month the Executive Director provided a version of a table which aggregated some of the smaller counts into a larger “other category”. The Commissioners asked for this data to be further disaggregated. The sample population for this data is individual encounters with HSH’s HOT from the fiscal year 2023-2024. The most common reason for a client to decline placement in HSH’s shelter system is due to the client already having a shelter placement.

Outreach updates in Bay View included SF HOT's partnership with Episcopal Community Services and Felton Institute in working with the Harbor Haven Program to identify and support clients on the street who are eligible for scattered site housing in the Bayview. Additionally, on September 27th, San Francisco was awarded its third Encampment Resolution Fund Grant of \$8M to be spent from December 2024 for a 19-month period. This will fund two additional outreach staff for the Bayview to recruit clients for the upcoming Jerrold Commons cabins and safe parking.

The number of Coordinated Entry assessments conducted in September was 1,108, which is on par with the number of assessments made by this time last year. 75% of these assessments were for adults, 14% for families and 11% for young adults.

In September HSH and its partners provided homelessness prevention services for 198 households utilizing \$1.07M in financial assistance. To date, in this fiscal year, a total of 576 households have received homelessness prevention services.

The San Francisco Emergency Rental Assistance Program (SF ERAP), a partnership between HSH and the Mayor's Office of Housing and Community Development, is a key prevention tool.

This month's highlights:

- 378 households received assistance, with an average of \$5,758 per household.
- 82% identified as people of color, and 73% earned 30% or less of the area median income (AMI).

At the October HOC meeting, Commissioners asked if SF ERAP applicants are connected to the Money Management Program. This voluntary program serves adults, youth, and families. This year, HSH expanded it to support over 3,200 tenants, focusing on permanent supportive housing Permanent Supportive Housing (PSH) residents, while ERAP supports both PSH and private market tenants.

HSH extended its contract with Mission Neighborhood Centers (MNC) through 2028. MNC will continue ERAP services and expand support to PSH residents, addressing rent nonpayment issues in the PSH portfolio since the COVID-19 pandemic.

A Commissioner also requested data on how often applicants rely on ERAP more than once. HSH is analyzing this data and will report back soon. Currently, households are typically limited to one ERAP use per calendar year, though waivers are available under certain conditions.

The Deputy Director shared problem solving data and reported that in the last three months HSH resolved cases for 247 unique households to end their homelessness with \$947,641 in financial assistance. The majority of these problem solving resolutions were for adult households (69%) followed by families (20%) and then young adults at 11%.

HSH funds over 13,400 units of housing across our system of care including site-based supportive housing, scattered site supportive housing, rapid re-housing and the housing ladder program. The overall Inventory is available on the HSH website.

Deputy Director Cohen continued her report with housing placement data. In September, HSH made 168 placements.

- 137 were adults;
- 25 were families with children; and
- 6 were young adults

This fiscal year 571 households have moved out of homelessness and into housing.

An important indicator of the health of HSH's housing placement system is the length of time that is taken from the point of enrollment in a housing program to move in. Reducing this length of time has been a focus of HSH's vacancy work.

This has been a particular challenge within the portfolio of HUD Project-based voucher supported units because of the bureaucratic process of placement into these units. HSH has been working with the providers in these buildings on process improvements which have started to help reduce the time from enrollment to placement by 27 days or 22% since July 2024.

As of October 21, 2024, HSH has an 8.4% vacancy rate in HSH's site-based supportive housing portfolio.

Of the 725 vacancies:

- 252 have move-ins in process
- 368 are offline
- 105 are available for referral

Last month, units offline for janitorial or maintenance holds (193 units) and units recently vacated (66) make up the majority of the offline units.

It is important to note that units show up as "offline" in HSH's data system even when units are intentionally being held offline for significant site construction.

Across the shelter system on October 22nd, HSH had 3,761 units of shelter capacity and a 91% occupancy rate – down from 93% last month. HSH continues to monitor the shelter occupancy rate closely. Since 2018, HSH has expanded shelter capacity across the city by 72%.

Next provided is data on the Adult and Family Shelter Waiting lists as of October 22, 2024.

Families:

As of October 22<sup>nd</sup>:

- 508 families were on the shelter waiting list. Of these families, 74 are currently staying in HSH supported family emergency shelter or hotels while they wait for placement into family shelter with individual rooms.
- The average length of time that families spend on the waiting list prior to placement is 46 days.
- In September 23 families were moved off the waiting list and into non-congregate family shelters.
- HSH anticipates the number of families on the shelter waiting list to go down as we roll out the new housing subsidies as part of the Mayor's Safer Families initiative.

Adults

As of October 22<sup>nd</sup>:

- 152 people on the wait list (no change over the last two months)

- 559 people joined the waitlist in September 2024
- Average time on the waitlist was 11 days (for people who accepted placement)
- 112 people were placed into shelter from the reservation system in September.

The next several slides provide shelter waiting list and placement data over time. Over time, the number of people joining the waiting list for adult shelter has remained steady. These slides can be viewed on the HSH website under [Director's Report](#).

Deputy Director Cohen provided legislative updates. HSH has several items before the Board of Supervisors (BOS).

Grant Agreement Amendments for 3 programs that are being heard by this body today:

- St. Vincent de Paul – MSC South
- HomeRise – 5th & Harrison Transitional Living Program for TAY
- Compass – Urgent Accommodation Voucher program for families and pregnant people

Hearings in November include:

- 1174 Folsom grant agreement and ground lease
- Amendments to the Shelter Standards of Care based on recommendations from the Shelter Monitoring Committee

On October 22, 2024, Supervisor Ronen introduced an ordinance that would require HSH and HSA to make Rapid Rehousing extensions for up to five years for any family household that would otherwise fall back into homelessness. Departments are working with the Supervisor's Office to ensure the BOS understands the operational trade-offs if this were to be adopted. HSH anticipates this legislation to be heard in committee in November or December.

The Deputy Director moved on to provide Equity Office updates. HSH's Coordinated Entry staff reported an increase in families visiting Access Points who have recently migrated to San Francisco from other countries – largely from Spanish speaking countries. In response to this observation, the HSH Equity and Coordinated Entry teams facilitated a “New-Comer to San Francisco – Resources, Rights and Cultural Responsiveness” training with content by the Office of Civic Engagement and Immigrant Affairs. This training was held on October 22nd and the recording will be available on demand to providers as they serve the new immigrant communities in the Homelessness Response System. This is a first of its kind training focused on immigrants experiencing homelessness.

The Mayor also collaborated with the Office of Civic Engagement and Immigrant Affairs to address this trend in newcomer family homelessness through the Safer Families Plan. Through collaboration with OCEIA, the Safer Families Plan will competently meet the needs of new-comers to our community through increased case management, asylum seeking legal support, and the pilot “Hosted Housing program” [matching newcomers with available private housing](#)

Deputy Director Cohen noted the new resources available through the Guardian Assistance Program or “GAP”. San Francisco Animal Care and Control will now provide fee waivers for animal care services such as spay/neuter, dog licensing, microchipping, an emergency veterinary bill up to \$2.5K, among other services for pet owners currently experiencing homelessness who are in our coordinated entry system.

The Deputy Director shared advisory body updates. The Local Homeless Coordinating Board (LHCB) adopted the Coordinated Entry Bill of Rights and the Coordinated Entry Training Standards. All seats on the LHCB are now filled. The Shelter Monitoring Committee will soon be inspecting Navigation Centers and has one vacancy on their body. The Shelter Grievance Advisory Committee has five vacancies, and their next meeting is scheduled to take place on November 20, 2024 at City Hall, room 408, and will commence at 10:00 AM. Any interested candidates for these advisory bodies are encouraged to visit the HSH website.

Deputy Director Cohen concluded her report with announcing that HSH is hiring. Interested candidates should be referred to the San Francisco Department of Human Resources website [DHR website](#).

## **PUBLIC COMMENT**

**Charlotte**-thanked the Commission for the Director's Report and stated that sexual abuse is a big shelter problem that needs to be addressed. Charlotte stated that housing is needed, not SROs.

**Charles Pitts**-Asked if there were contract violations and sees discrepancies in the contracts in that are in front of the Commission for approval. Charles would like to see more doors open with economic opportunity for the homeless.

**Chris Kline**-provided an HMIS misuse data form. Chris would like to see HSH provide a misuse of data form. Chris said the ONE system gives people the opportunity to create positive and negative outcomes and that cyber stalking is the number one reason that people refuse shelter.

**Zao Illo**-stated that the disproportion of people that are exited without placement in the shelter waitlist system is because the clients can't be found. Zao believes that the way the system is designed needs to be more culturally resilient and competent.

**Vice Chair Evans**- The Vice Chair expressed concern about individuals remaining on the shelter waitlist, noting that the system is not effectively serving a significant portion of the population. They emphasized the need for discussion to ensure that people are receiving the support they need. The Vice Chair also requested data on how many individuals were removed from the waitlist due to already being placed in a shelter, particularly those dissatisfied with their current shelter conditions. Additionally, the Vice Chair sought clarification on shelter decline data, inquiring whether it is linked to Healthy Streets Operations Center data or SF HOT data. Vice Chair Evans requested an explanation of the HUD application process and whether the funding is sourced entirely from CoC funds or includes other federal funding resources. Finally, the Vice Chair called for greater transparency regarding shelter complaint policies and processes.

**Commissioner Guerrero**-advocated for the department to expand access to women's shelters and spaces that are inclusive of transgender individuals. Drawing on extensive experience in the shelter system, the Commissioner emphasized that many women and gender non-conforming individuals seeking shelter have experienced sexual abuse. This underscores the importance of HSH supporting smaller organizations to maintain capacity and prioritize

high-quality services. The Commissioner also recommended that resources related to professional development, employment opportunities, and volunteer programs be made readily available at HOC meetings, particularly for public attendees who regularly participate. Commissioner Guerrero encouraged members of the public to consider joining the SGAC to enhance transparency and raise awareness. Additionally, the Commissioner requested more detailed information on the Shelter in Place (SIP) program, including the length of allowable guest stays, and expressed strong support for SIP hotels, describing them as highly effective. Commissioner Guerrero also voiced support for ERAP, noting its proven ability to help individuals transform their lives. Finally, the Commissioner called for improved data collection to better understand the reasons clients decline shelter.

**Commissioner Dufty** asked who manages the adult shelter waiting list and was interested in finding out when individuals decline shelter placement, which shelters have higher numbers of declining offers. The Commissioner expressed an interest in fostering collaboration among staff from the Department of Children, Youth, and Families, the Department of Public Health Commission, and the HOC to address critical topics such as young families, mental health, and homelessness.

**10). HSH PERMANENT SUPPORTIVE HOUSING VACANCY REDUCTION PLAN/HSH Director of Housing Services, Salvador Menjivar and Housing Placement Team Manager, Christopher Block**

Director of Housing Services, Salvador Menjivar gave a detailed presentation on HSH's supportive housing vacancy reduction plan.

**PUBLIC COMMENT**

**Tabitha** expressed appreciation for the presentation and acknowledged the challenges highlighted. She noted that many buildings lack sufficient maintenance and janitorial staff, leading to an increase in tenant maintenance work orders and placing a heavier workload on existing maintenance personnel.

**11) 2024 RESPONSES TO THE STATUS OF THE RECOMMENDATIONS BY THE CIVIL GRAND JURY BY THE HOMELESSNESS OVERSIGHT COMMISSION. HSH Communications and Legislative Affairs Deputy Director, Emily Cohen and Chief of Finance and Administration, Gigi Whitley to present.**

Deputy Director Emily Cohen provided a detailed explanation of the Civil Grand Jury request for the HOC's recommendations.

**PUBLIC COMMENT**

Caller's comment not recognized

**12. CONSENT CALENDAR**

- 1) The Department of Homelessness and Supportive Housing (HSH) Contracts team requests authorization to amend the existing grant with Swords to Plowshares for the provision of 250 Kearny Property Management for the period of September 1, 2023, to January 31, 2025, in an additional amount of \$283,237. The addition of funds includes three additional performance months. This time-limited extension will provide HSH time to convert the agreement to a contract for a city-leased site. The new amount is \$1,835,946, which includes a 20 percent contingency of \$148,785 on the FY24-25 amount.
- 2) Requesting an Amendment to the existing grant agreement with St. Vincent de Paul Society of San Francisco for MSC South Shelter for the period of July 1, 2021 to June 30, 2028 in an additional amount of \$35,954,996, plus a 15% contingency for a revised amount of \$ 66,607,849.



- 3) Requesting authorization to amend the existing grant agreement with HomeRise’s Transitional Housing at 5<sup>th</sup> & Harrison for the period of July 1, 2019 – December 31, 2025, in an additional amount of \$2,420,779, plus a 15% contingency for a revised amount of \$12,942,074.

**The Commission pulled consent item 12.2 from the consent calendar. This item will be heard as a separate item.**

**PUBLIC COMMENT**

No public comment

On motion to approve the Consent Calendar.

AYES: Butler  
Evans  
Dufty  
Guerrero

Absent: Albright  
Aslanian-Williams  
Laguana

Action: Consent Calendar approved.

- 12.2) Requesting an Amendment to the existing grant agreement with St. Vincent de Paul Society of San Francisco for MSC South Shelter for the period of July 1, 2021 to June 30, 2028 in an additional amount of \$35,954,996, plus a 15% contingency for a revised amount of \$ 66,607,849. HSH staff Louis Bracco presented this item.

**PUBLIC COMMENT**

No public comment

On motion to approve the item 12.2.

AYES: Butler  
Evans  
Dufty  
Guerrero

Absent: Albright  
Aslanian-Williams  
Laguana

Action: item 12.2 approved.

**REGULAR CALENDAR:**

**ITEM 13A THROUGH 13D ARE ACTION ITEMS THAT REQUIRE A VOTE BY THE COMMISSION**

- 4) Mayfair Hotel Elevator Modernization Project, for the period of December 1, 2024 to June 30, 2026 in the amount of \$617,331, which includes a 20% contingency. HSH Manager of Supportive Housing Programs, Elizabeth Hewson presented the item.
  
- 5) Requesting review and approval to enter into a new grant agreement with Tenderloin Housing Clinic, Inc. for Mission Hotel Elevator Modernization Project, for the period of December 1, 2024 to June 30, 2026 in the amount of \$211,678, which includes a 20% contingency. HSH Manager of Supportive Housing Programs, Elizabeth Hewson presented the item.
  
- 6) Requesting review and approval to enter into a new grant agreement with Tenderloin Housing Clinic, Inc. for Pierre Hotel Elevator Modernization Project, for the period of December 1, 2024 to June 30, 2026 in the amount of \$107,543, which includes a 20% contingency. HSH Manager of Supportive Housing Programs, Elizabeth Hewson presented the item.
  
- 7) Requesting review and approval to enter into a new grant agreement with Tenderloin Housing Clinic, Inc. for Crown Hotel Elevator Modernization Project, for the period of December 1, 2024 to June 30, 2026 in the amount of \$578,152, which includes a 20% contingency. HSH Manager of Supportive Housing Programs, Elizabeth Hewson presented the item.

**PUBLIC COMMENT**

No public comment

On motion to approve the item 13A through 13D.

AYES: Butler  
Evans  
Dufty  
Guerrero

Absent: Albright  
Aslanian-Williams  
Laguana

Action: item 13A through 13D approved.

**14) GENERAL PUBLIC COMMENT**

AT THIS TIME, MEMBERS OF THE PUBLIC MAY ADDRESS THE COMMISSION ON ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE COMMISSION THAT ARE NOT ON THIS MEETING AGENDA. WITH RESPECT TO AGENDA ITEMS, YOUR OPPORTUNITY TO ADDRESS THE COMMISSION WILL BE AFFORDED WHEN THE ITEM IS REACHED IN THE MEETING. EACH MEMBER OF THE PUBLIC MAY ADDRESS THE COMMISSION FOR UP TO THREE MINUTES. THE BROWN ACT

FORBIDS THE COMMISSION FROM TAKING ACTION OR DISCUSSING ANY ITEM NOT APPEARING ON THE POSTED AGENDA, INCLUDING THOSE ITEMS RAISED AT PUBLIC COMMENT. PLEASE SEE PAGE 2-3 OF THIS AGENDA FOR INFORMATION REGARDING INSTRUCTIONS FOR MAKING PUBLIC COMMENT.

**Susan Cederholm**-urged the Commission to designate the Granada Hotel as a step-up senior housing project. She highlighted that the hotel has been undergoing renovations for the past three years and noted that 70% of its tenants are seniors and veterans.

**Lauren Hall**-would like the new city leadership to acknowledge the severe under-resourcing of the homelessness response system. She expressed a desire to collaborate with the HOC, city departments, and leaders to address the critical issue of sustainability within the system. Lauren emphasized the importance of ensuring that providers' voices are represented in decision-making and called on the HOC to take an active role in educating the new Mayor and incoming members of the Board of Supervisors.

**Zao Ilo**-expressed concerns regarding the quality of life for shelter guests, emphasizing the need for improvements in access to meals, laundry services, and the respectful treatment of personal property. Zao also advocated for updating the 20-year-old shelter staff training manual to better address current needs.

#### **15) NOMINATION COMMITTEE REPORT**

Vice Chair Evans reported that the Nomination Committee convened in October. While no candidates were approved at that time, the members discussed the existing vacancies on the advisory bodies. The Nomination Committee is scheduled to reconvene on December 2, 2024. The Vice Chair announced that five candidates have applied for the available seats across the three advisory bodies. Commissioner Guerrero also encouraged members of the public to consider applying.

#### **PUBLIC COMMENT**

No public comment

#### **16) DATA REPORT/Commissioner Laguana**

The Data Report will resume in December.

#### **17) COMMISSION MATTERS**

**Commissioner Guerrero** requested that HOC future discussions include engaging providers in conversations about the Civil Grand Jury recommendations, implementation of the Unit Level Inventory Program and measures in place to protect providers.

**Chair Bulter**-stated that we will have an opportunity to extend an invitation to providers, city leaders, including the Mayor, and members of the BOS to participate in our meetings and to hear comments from the public.

**Vice Chair**-Evans expressed a desire to revisit the three-day shelter cut-off policy, policies related to sexual abuse, and the shelter transfer and complaint processes to ensure that shelters are effectively meeting client needs. The Vice Chair also highlighted the importance of collaboration with the Department of Public Health (DPH). Additionally, the Vice Chair indicated plans to meet regularly with the Chair to discuss key areas of focus for the HOC moving forward.

**18. ADJOURN**

**The Chair** adjourned the meeting at 12:20 PM

Respectfully submitted,

Bridget Badasow  
Commission Secretary

## **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

Government's duty is to serve the public, reaching its decision 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 or to report a violation of the ordinance, contact Administrator, by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415.554.7724; by fax at 415.554.7854; or by email at [sotf@sfgov.org](mailto:sotf@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at <https://sfgov.org/sunshine/>

## **LOBBYIST ORDINANCE**

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 San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: [sfgov.org/ethics](http://sfgov.org/ethics).

## **DISABILITY ACCESS**

The Homelessness Oversight Commission meetings are held at City Hall Room 416, at 1 Dr. Carlton B. Goodlett Place, San Francisco on the first Thursday of each month at 9am. The building and meeting room are wheelchair accessible. This meeting will be broadcast and captioned on SFGovTV. Remote public participation is available for people with disabilities, as well as all members of the public. Instructions for how to join the meeting remotely are included at the beginning of this agenda. [Captions can be enabled](#) if participating remotely via WebEx.

Sign Language Interpretation is also available upon request. If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of four (4) business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact Bridget Badasow at [bridget.badasow@sfgov.org](mailto:bridget.badasow@sfgov.org).

## **LANGUAGE ACCESS**

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact [bridget.badsow@sfgov.org](mailto:bridget.badsow@sfgov.org) at least 48 hours in advance of the hearing.

LANGUAGE ASSISTANCE 415.646.4470: For free interpretation services, please submit your request 48 hours in advance of meeting./Para sa libreng serbisyo sa interpretasyon, kailangan mag-request 48 oras bago ang

miting./Para servicios de interpretación gratuitos, por favor haga su petición 48 horas antes de la reunión./ 如果需要免費口語翻譯, 請於會議之前 48 小時提出要求。Đối với dịch vụ thông dịch miễn phí, vui lòng gửi yêu cầu của bạn 48 giờ trước cuộc họp./ Для бесплатных услуг устного перевода просьба представить ваш запрос за 48 часов до начала собрания./ Pour les services d'interprétation gratuits, veuillez soumettre votre demande 48 heures avant la réunion./ 무료 통역 서비스를 원하시면 회의 48 시간 전에 귀하의 요청을 제출하십시오./ 無料通訳サービスをご希望の場合は、会議の 48時間前までにリクエストを提出してください。 /บริการให้ความช่วยเหลือในหลายภาษา ด้านภาษาฟรี ณ ที่ประชุม

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, 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.

### **PROHIBITION OF SOUND PRODUCING DEVICES**

Sound-Producing Devices Prohibited: The ringing of and use of mobile phones and other sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal of any person(s) responsible for the ringing or use of a mobile phone, pager, or other similar sound-producing electronic devices (67A.1 Sunshine Ordinance: Prohibits the use of cell phones, pagers and similar sound-producing electronic devices at and during public meetings).