

# **WORKFORCE INVESTMENT SAN FRANCISCO**

Local Workforce Investment Board for the City and County of San Francisco

## **NOTICE OF A PUBLIC MEETING**

OF THE

### **WORKFORCE INVESTMENT SAN FRANCISCO BOARD**

<b>Date:</b>	Wednesday, March 27, 2013
<b>Time:</b>	9:00AM – 11:00AM
<b>Location:</b>	<b>Hotel Whitcomb</b> <b>1231 Market St</b> <b>San Francisco, CA 94103</b>

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5<sup>th</sup> Floor San Francisco, CA 94103 during regular office hours and reviewed on the website: <http://www.oewd.org/WISF-Board.aspx>

### **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code)**

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 or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force.

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Frank Darby Jr., Administrator  
Sunshine Ordinance Task Force  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
Telephone: 415-554-7724 Fax: 415-554-5163  
E-mail: [sotf@sfgov.org](mailto:sotf@sfgov.org)

The Sunshine Ordinance is available online at: [http://www.sfgov.org/site/sunshine\\_index.asp?id=4673](http://www.sfgov.org/site/sunshine_index.asp?id=4673)

### **RINGING AND USE OF CELL PHONES**

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

### **LOBBYING ACTIVITY**

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) 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 and website: <http://www.sfgov.org/ethics>

**Issued: Tuesday, March 12, 2013**

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Telephone 415.701.4848 | Fax 415.701.4897. | TDD 800.735.2929 (CRS)

## **ACCESSIBLE MEETING POLICY**

1. The meeting will be held at the Hotel Whitcomb, Grand Ballroom, 1231 Market Street (between 8<sup>th</sup> and 9<sup>th</sup> Streets) San Francisco, CA 94103. The room is wheelchair accessible and has accessible seating for persons with disabilities and those using wheelchairs.
2. The closest accessible BART station is Civic Center. Accessible MUNI lines serving this location are: #14/14L Mission, #19 Polk St, #71 Haight/Noriega, #5 Fulton, #21 Hayes, # 6 Parnassus, #9/9L San Bruno, the F Line to Market and 9<sup>th</sup> Street and any line serving the Metro Stations at Civic Center. For more information about MUNI accessible services, call 415-673-6142.
3. There is limited onsite parking available at Hotel Whitcomb, and rates vary by day. If you require parking for this event, please call the Hotel Whitcomb Catering department at 415-487-4439 at least 72 hours in advance.
4. Requests for language interpreters at a meeting must be received at least 72 hours in advance of the meeting to help ensure availability.
5. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, 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.
6. Assistive listening devices are available. Agendas are available in large print. Materials in alternative formats, ASL interpreters, real-time captioning and other accommodations will be made available upon request. Please make your request for alternative format or other accommodations, to Marissa Bloom at 415-701-4848 or via e-mail at [workforce.development@sfgov.org](mailto:workforce.development@sfgov.org). Providing at least 72 hours' notice prior to the meeting will help to ensure availability.

