**NOTICE OF RESCHEDULED MEETING AND AGENDA**

**WEDNESDAY, JANUARY 20, 2016, 5:00 P.M.**

CITY HALL, ROOM 421
ONE DR. CARLTON B. GOODLETT JR. PLACE
SAN FRANCISCO, CA  94102

*If a quorum of the Commission on the Environment is present, it will constitute a Special Meeting of the Commission on the Environment. The Commission Secretary shall make a note of it in the minutes, and discussion shall be limited to items noticed on this agenda.

**The Wednesday, February 10, 2016, 5:00 p.m. Regularly Scheduled Meeting of the Commission on the Environment Operations Committee has been RESCHEDULED to Wednesday, January 20, 2016 at 5:00 p.m.

COMMITTEE MEMBERS:  Commissioners Heather Stephenson (Chair), Lisa Hoyos, Sarah Wan

ORDER OF BUSINESS

Public comment will be taken before the Committee takes action on any item.

1. **Call to Order and Roll Call.**

2. **Approval of Minutes of the May 13, 2015 Operations Committee Regular Meeting.** (Explanatory Document:  May 13, 2015 Operations Committee Meeting Draft Minutes) (Discussion and Action)

3. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee’s jurisdiction and are not on today’s agenda.

4. **Operations Committee Recommendation that the Commission on the Environment Approve the Proposed 2016-17 Draft Budget for the Department of the Environment.** Sponsor: Jennifer Kass, Deputy Director; Speaker: Joseph Salem, Program Manager, Finance and Administration (15 minutes) (Discussion and Action)
5. Recap of 2015 Department of the Environment Outreach Campaigns and Update on 2016 Campaigns. Speaker: Donnie Oliveira (10 minutes) (Discussion)

6. Update on the Environment Now Green Careers Program. Speaker: Cara Gurney, Green Jobs Coordinator (10 minutes) (Discussion)

7. New Business/Future Agenda Items. (Discussion)

8. Public Comment: Members of the public may address the Committee on matters that are within the Committee’s jurisdiction and are not on today’s agenda.


The next meeting of the Commission on the Environment Operations Committee is scheduled for Wednesday, May 11, 2016, 5:00 p.m., at City Hall, Room 421, San Francisco, CA 94102.

** Copies of explanatory documents are available at (1) the Commission’s office, 1455 Market Street, Suite 1200, San Francisco, California between the hours of 9 a.m. and 5 p.m. A photo ID is required for access to the building. (2) on the Operations Committee meeting website http://www.sfenvironment.org/commission/agendas as attachments with each agenda or meeting minutes, (3) upon request to the Commission Affairs Manager, at telephone number 415-355-3709, or via e-mail at anthony.e.valdez@sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Operations Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 during normal office hours or may be available at the Operations Committee meeting website http://www.sfenvironment.org/commission/agendas as attachments with each agenda or meeting minutes.

**Public Comment**

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today’s agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

**Disability Access**

The Commission on the Environment Operations Committee Meeting will be held at City Hall, Room 421, One Dr. Carlton B. Goodlett Jr. Place, San Francisco, CA 94102. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans
Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Anthony Valdez at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order 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 accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor’s Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for further information.

Language Access
Language Assistance: To request an interpreter for a specific item during the meeting, please contact the Commission Affairs Manager, Anthony Valdez, at (415) 355-3709 or anthony.e.valdez@sfgov.org at least 48 hours in advance of the hearing.

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, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: 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 www.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, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, 2nd Floor, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Important Information
The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices. NOTE: Persons unable to attend the meeting may submit to the Commission on the Environment, by the time the proceedings begin, written comments regarding the agenda items above. These comments will be made a part of the official public record and shall be brought to the attention of the Commission on the Environment members. Any written comments should be sent to: Commission Secretary of the Environment, 1455 Market Street, Suite 1200, San Francisco, CA 94103 by 5:00 p.m. on the day prior to the hearing. Comments that cannot be delivered to the Commission Secretary by that time may be taken directly to the hearing at the location above. When bringing handouts to meetings, please photocopy on both sides of the
paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for the Committee, the Commission Secretary and the public.