BUILDING INSPECTION COMMISSION (BIC)
Department of Building Inspection (DBI)

NOTICE OF COMMITTEE MEETING
LITIGATION COMMITTEE
Tuesday, July 17, 2018 at 2:30 p.m.
1660 Mission Street, San Francisco, CA 94103, Room 4009

AGENDA:

(The BIC will take public comment on every item appearing on the agenda. Members of the public who address the Commission have the discretion on whether or not they wish to identify themselves for the record.)

1. Call to Order and Roll Call.

2. **CLOSED SESSION:** Pursuant to Government Code Section 54956.9(c) and the San Francisco Administrative Code Section 67.10(d)(2).

a. Public Comment on all matters pertaining to the Closed Session.

b. Possible Action to convene a Closed Session.

c. CONFERENCE WITH LEGAL COUNSEL
Investigation and/or Litigation:
As plaintiff (Active and/or Monitored): 71 cases
As defendant: 0 cases
Review and possible action regarding Department of Building Inspection's referrals to the City Attorney's Office from the CED/HIS and DAD Divisions.

d. Reconvene in Open Session to vote on whether to disclose any or all discussions held in Closed Session (Administrative Code Section 67.12 (a)) and to disclose any direction or approval given to the City Attorney to prosecute a case (Administrative Code Section 67.12(b)).

MEMBERS OF THE COMMITTEE
John Konstin, Commissioner
Angus McCarthy, Commissioner
Debra Walker, Commissioner

DEPARTMENT & COMMISSION STAFF

Tom Hui, Director	(415) 558-6131
Sonya Harris, Secretary	(415) 558-6164
Shirley Wong, Assistant Secretary	(415) 558-6164

CITY ATTORNEY'S OFFICE REPRESENTATIVE
Peter Keith City Attorney Rep. (415) 554-3908

3. Public Comment: The BIC will take public comment on matters within the Committee's jurisdiction that are not part of this agenda.

4. Discussion and possible action to set a meeting and identify items that could be placed on the agenda of future meetings of the Committee.

5. Adjournment.

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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.

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.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE, TO OBTAIN A COPY OF THE SUNSHINE ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE AT CITY HALL, 1 DR. CARLTON B. GOODLETT PLACE, ROOM 244 SAN FRANCISCO, CA 94102. OFFICE (415) 554-7724, FAX (415) 554-5163, E-MAIL: sotf@sfgov.org

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/ and at the San Francisco Public Library.

If any materials related to an item on this agenda have been distributed to the Commission after distribution of the agenda packet, those materials are available for public inspection at the Building Inspection Commission Office located at 1660 Mission Street, 6th Floor, San Francisco during normal office hours.

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.

MISSION STATEMENT

As a policy-making and supervisory body mandated by the City Charter, the seven-member citizen Building Inspection Commission will manage the Department of Building Inspection and the bodies subordinate to the Commission by overseeing the effective, efficient, fair and safe enforcement of the City and County's Building, Housing, Plumbing, Electrical and Mechanical Codes, along with Disability Access Regulations.

ACCESSIBLE MEETING INFORMATION POLICY

The meeting will be held at the Permit Center, located at 1660 Mission Street, Room 4009, 4th Floor. The closest accessible BART station is the Civic Center Station at 16th and Mission Streets.

Accessible MUNI/Metro lines servicing this location are the J-Church, K-Ingleside, L-Taraval, M-Ocean view, and N-Judah at Van Ness and Civic Center Stations; 14-Mission; 14L-Mission, 26-Valencia, and 42-Downtown bus lines. For information about MUNI accessible services call (415) 923-6142.

The meeting room is wheelchair accessible. Accessible curbside parking spaces have been designated on Mission Street in front of Discount Builders Supply for mobility-impaired persons. There is accessible parking available at the side lot of 1660 Mission Street.

To request a sign language interpreter, reader, materials in alternative formats, or other accommodations for a disability, please contact the **Commission Secretary, Sonya Harris (415) 558-6164** at least 72 hours in advance of the meeting to request these services.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call (415) 558-6164 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such persons, 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.

LANGUAGE ACCESS

Please note: For questions about the Language Access Ordinance, please contact OCEIA at (415) 581-2360 and ask for the Executive Director or Language Access Compliance Officer. Language Assistance: To request an interpreter for a specific item during the meeting, please contact the **Commission Secretary, Sonya Harris, at (415) 558-6164** or by email at sonya.harris@sfgov.org at least 48 hours in advance of the hearing.

POLICY STATEMENT OF PUBLIC HEARING OR MEETING

Pursuant to Section 67.7-1(c) of the San Francisco Administrative Code, members of the public who are unable to attend the public meeting or hearing may submit written comments regarding a calendared item to the BIC Commission Secretary, Sonya Harris, at 1660 Mission Street, 6th Floor, San Francisco, CA 94103 or at the place of the scheduled hearing before the proceedings begin. These written comments shall be made a part of the official public record and these comments will be brought to the attention of the members of the Building Inspection Commission. [Twenty copies are necessary.]

POLICY STATEMENT OF PUBLIC COMMENT

Pursuant to Section 67.16 of the San Francisco Administrative Code, each member of the public may address the Commission once for up to three minutes on any agenda item.

SAN FRANCISCO 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 Administrative Code Sec. 16.520-16.534] 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) 252-6445; web site: sfgov.org/ethics.