



San Francisco Youth Commission Agenda

Monday, September 19, 2016

5:15 pm-8:00 pm

City Hall, Room 416

1. Dr. Carlton B. Goodlett Pl.

San Francisco, CA 94102

There will be public comment on each item.

1. Call to Order and Roll Call for Attendance

2. Approval of Agenda (Action Item)

3. Approval of Minutes (Action Item)

- A. September 8, 2016
(Document A)

4. Public Comment on Items not on Agenda (Discussion Only)

5. Presentations

- A. Overview of Department of Children Youth & Their Families' Programs, Services, and Budget
Maria Su, Executive Director, Department of Children, Youth & Their Families
- B. Overview of the 2016 DCYF Community Needs Assessment
Laura Moye, Deputy Director, Department of Children, Youth & Their Families

6. Legislation Referred by the Board of Supervisors

- A. BOS File No. 160892 [Administrative Code - San Francisco City College Enrollment Fee Assistance Fund]
Sponsor: Supervisor Jane Kim
Presenter: Alisa Messer, AFT 2121
(Document B)

7. Youth Commission Business (All Items to Follow Discussion and Possible Action)

- A. Review of Youth Commissioner Activity Tracking Log
Presenter: Leah LaCroix, Coordinator of Community Outreach and Civic Engagement
- B. Review of Youth Commission 2016-17 All Meeting Calendar
Presenter: Staff
(Document C)



8. Committee Reports (Discussion Only)

- A. Executive Committee
- B. Housing, Recreation & Transit Committee
- C. Immigration, Justice & Employment Committee
- D. Youth Civic Engagement Committee
- E. Our Children Our Family Council

9. Staff Report (Discussion Only)

10. Announcements (This Includes Community Events)

11. Adjournment

Any materials distributed to the members of the Youth Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection—along with minutes of previous Youth Commission meetings and all supplementary information—at the Youth Commission office during regular office hours (9am to 6pm, Monday—Friday). The Youth Commission office is at:

City Hall, Room 345
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102
Phone: (415) 554-6446, Fax: (415) 554-6140
Email: youthcom@sfgov.org
www.sfgov.org/yc

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, please contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone: (415) 554-7724, Fax: (415) 554-5784
Email: sof@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Ordinance Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>.

The nearest accessible BART station is Civic Center (Market/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (edit at Civic Center for Van Ness Stations). MUNI bus lines also serving the area are the 5, 5R, 6, 7, 7R, 7X, 9, 9R, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485.



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.

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.

To obtain a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting, please contact Adele Carpenter, Youth Commission Director [phone: 415-554-7112; email: adele.carpenter@sfgov.org] at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Full Commission Meetings are held in Room 416 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco. City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances.

LANGUAGE INTERPRETERS: Requests must be received at least 48 hours in advance of the meeting to help ensure availability. Contact Peggy Nevin at (415) 554-5184.

AVISO EN ESPAÑOL: La solicitud para un traductor debe recibirse antes de mediodía de el viernes anterior a la reunion. Llame a Derek Evans (415) 554-7702.

Paunawa: Ang mga kahilingan ay kailangang matanggap sa loob ng 48 oras bago mag miting upang matiyak na matutugunan ang mga hiling. Mangyaring tumawag kay Joy Lamug sa (415) 554-7712.

翻譯 必須在會議前最少四十八小時提出要求
請電 (415) 554-7719



San Francisco Youth Commission
Agenda – Special
****Special Inaugural Meeting****
Thursday, September 8, 2016
6:00 pm-8:00 pm
City Hall, Room 278
1. Dr. Carlton B. Goodlett Pl.
San Francisco, CA 94102

There will be public comment on each item.

Martin Krause, Lily Marshall-Fricker, Lisa Yu, Joshua Park, Cris Plunkett, Mary Claire Amable, Emma David, Noah David, Hugo Vargas, Cecilia Nicole Galeano, William Juarez, Madeleine Matz, Jarrett Mao, Johnathan Mesler, Tsia Blacksher, Griffin Ng, Chiara Lind

1. Call to Order and Roll Call for Attendance

Acting Chair Jarrett Mao called the meeting to order at 6:04pm. Commissioners present: Martin Krause, Lily Marshall-Fricker, Lisa Yu, Joshua Park, Cris Plunkett, Mary Claire Amable, Emma David, Noah David, Hugo Vargas, Cecilia Nicole Galeano, William Juarez, Madeleine Matz, Jarrett Mao, Johnathan Mesler, Tsia Blacksher, Griffin Ng, Chiara Lind.

There was quorum.

Staff present: Adele Failes-Carpenter, Leah LaCroix, Kiely Hosmon

2. Approval of Agenda (Action Item)

Public comment-previous chair, Luis Avalos-Nunez, gave best of luck to new Commissioners and offered himself as a resource to them.

Commissioner Plunkett, seconded by Commissioner N. David, moved to approve the agenda. The motion was approved by acclamation.

3. Approval of Minutes (Action Item)

- A. July 18, 2016
(Document A)

No public comment



Acting Chair Jarrett Mao clarifies that everyone can vote on the previous meeting minutes even though bylaws says they can't.

Commissioner N. David, seconded by Commissioner Marshall-Fricker, motions to approve the minutes. Motion passes by acclamation.

4. Public Comment on Items not on Agenda (Discussion Only)

There was no public comment

5. Presentations (All Items to Follow Discussion and Possible Action)

- A. Overview of San Francisco Department of Elections Outreach to Young Voters
Presenters: Jill Fox, Outreach Manager, San Francisco Department of Elections; Aileen Villegas, San Francisco Department of Elections

Presentation from the Department of Elections which is located in the basement of City Hall.

4 ways for youth to get involved in process of elections.

- 1) Be a voter
- 2) Be a poll worker
- 3) Be an ambassador for high schools
- 4) Promote the vote

The department can help everyone prepare, plan, and participate. Presenters passed out a brochure with more information.

Have to be 18 years old on Election Day, have to be a resident of SF, a US citizen, and registered to vote. Have to be registered by October 24th.

Register on a paper card or register online at registertovote.ca.gov. Need a CA drivers license or ID issues by DMV.

Update your registration when you move, change your name, want to change your political party preference. Check to see if you are registered can go to website to check.

476,391 registered voters so far in SF.

On the November 8th, 2016 SF ballot there are many offices being voted on as well as lots of measures. Biggest ballot we have possibly ever had. Presenters showed what a ballot card looks like. Voter info guide will be over 300 pages long this year. Can read it online (voterguide.sfelections.org).

Ballot worksheets available at: department of elections city hall room 48 and sfelections.org. Passed out ballot worksheets. Don't have to vote on everything so if you don't know anything about it or don't want to learn about it you can skip that content. Rest of your votes will count. Better to leave it blank than guess.



You can vote in SF: by mail (request before Nov. 1), voting in person (at City Hall beginning October 11-paid staff there to help you with the system), at your neighborhood polling place on Election Day.

Ways for youth to be involved:

Be a poll worker, earn while you learn, gain experience for you resume/college application, help carry out the most important even in our democracy-an election, serve your community, make money.

415-554-4395 for more information

Need bilingual poll workers: Chinese, Spanish, Filipino, Vietnamese, Korean, Japanese

Sfelections.org/pollworker

Only 1200 seats available for high school students

Be an ambassador:

Sept 19-30 are high school voter education weeks

Build leadership skills

Promote civic engagement and educate voters

Deadline is Monday, September 12th

Attend training on sept. 17th, register people to vote, promote awareness of the upcoming election, recruit fellow students to service as poll workers on Election Day, receive a certificate of Honor upon completion of the program

Commissioner Juarez asked about vote by mail/absentee ballot.

If assigned to be a poll worker you can request to be in your neighborhood and you can potentially be placed there or least within 20 minutes of where you live.

Commissioner Plunkett would like applications and brochures to give to his student club on campus.

Invite SF Elections to your events, follow them on social media, visit sfelections.org, watch sfgov.org

Commissioner Park-why are majority voters in SF over 50 and white? Presenters: your guess is as good as ours.

Commissioner Blacksher-are there an equal number of polling places in each district? Answer: yes. Done carefully to be equally distributed.

No public comment.

6. Youth Commission Business (All Items to Follow Discussion and Possible Action)

A. Adoption of 2016-17 Youth Commission Bylaws (Document B)

Acting Chair Mao explained the purpose of the commission bylaws, which are the rules that hold us accountable to our jobs and duties as commissioners. He announced that commissioners will



read the bylaws into the public record, then review each section for amendments followed by approving any amendments. Finally the commission will vote on the bylaws as amended.

The commissioners read the bylaws into the public record.

Commissioner Marshall-Fricker, seconded by Commissioner N. David, moved to adopt article I of the bylaws. This motion was passed by acclamation.

Commissioner Matz, seconded by Commissioner Plunkett, moved to adopt article II of the bylaws. This motion was passed by acclamation.

Commissioner N. David, seconded by Commissioner Krause, moved to adopt article III of the bylaws. This motion was passed by acclamation.

Commissioner Vargas, seconded by Commissioner Mesler, moved to adopt article IV of the bylaws. This motion was passed by acclamation.

Commissioner asked what a super majority vote is: 2/3 of the body needed. Question-if a commissioner has an emergency and can't let staff know about missing a meeting what are the consequences. Answer- staff needs to know by Wednesday so staff doesn't spend hours posting just to have folks not show up

Commissioner Ng, seconded by N. David, motioned to add the language of "discourage Executive Committee members from being in Chair positions of Committees" in article V. Commissioner N. David, seconded by Commissioner Krause, substitute motioned to amend previous motion by adding "Executive Committee members not be allowed to be Chairs of issue based committees.

Roll call vote for substitute motion. All in favor: Commissioner Krause, Commissioner Lind, Commissioner Ng, Commissioner Blacksher, Commissioner Mesler, Commissioner Mao, Commissioner Matz, Commissioner Juarez, Commissioner Galeano, Commissioner Vargas, Commissioner David, Commissioner David, Commissioner Amable, Commissioner Plunkett, Commissioner Park, Commissioner Yu. All opposed: Commissioner Marshall-Fricker. Motion passes with 16 ayes.

Questions: Does Vice Chair necessarily have to be on OCOF Council? No, Executive Committee can choose someone else and Vice Chair can serve until that new person is chosen.

Commissioner Matz, seconded by Commissioner E. David, motions to approve article V as amended. Motion passes by acclamation.

Commissioner Galeano, seconded by Commissioner Yu, motions that the OCOF position not be chosen by the Executive Committee but by a full Commission vote in article VI and this be applied to all articles to where it applies.

Roll call vote. All in favor: Commissioner Krause, Commissioner Lind, Commissioner Ng, Commissioner Blacksher, Commissioner Mao, Commissioner Matz, Commissioner Juarez, Commissioner Galeano, Commissioner Vargas, Commissioner David, Commissioner David, Commissioner Amable, Commissioner Plunkett, Commissioner



Park, Commissioner Yu. All opposed: Commissioner Marshall-Fricker. Absent: Commissioner Mesler. Motion passes with 15 ayes.

Commissioner Krause notes there is inconsistency of how OCOF position is worded in all articles where position is referenced.

Commissioner N. David, seconded by Commissioner Vargas, motioned to approve the article as amended. Motion passed by acclamation.

Commissioner Marshall-Fricker, seconded by Commissioner Plunkett, moved to adopt article VII of the bylaws. This motion was passed by acclamation.

Public comment-ok to have a different opinion than someone else. Let's always refer back to collective perspective of the body and not just the individual.

Commissioner N. David, seconded by Commissioner Amable, moved to adopt article VIII of the bylaws. This motion was passed by acclamation.

Commissioner Marshall-Fricker, seconded by Commissioner Lind, moved to adopt article IX of the bylaws. This motion was passed by acclamation.

Commissioner Plunkett, seconded by Commissioner Mesler, moved to adopt article X of the bylaws. This motion was passed by acclamation.

Commissioner Marshall-Fricker moved to approve the bylaws as a whole. Commissioner Park seconded. The motion was approved by acclamation.

B. Election of 2016-17 Youth Commission Executive Officers

Commissioner Mao acting as acting chair, reminded commissioners of the responsibilities involved in being on the executive committee and then reviewed the process for voting of officers.

Commissioner Juarez, seconded by Commissioner Lind, nominated Commissioner Matz for chair.

Commissioner N. David, seconded by Commissioner Vargas, nominated Commissioner Plunkett for chair.

All accept nominations. Both shared why they would like to be elected.

There was no public comment.

Staff then called a roll call vote: 11 votes Matz, 6 votes Plunkett.

Commissioner Matz was elected Chair of the Youth Commission for 2016-2017.

Commissioner Park, seconded by Commissioner Vargas, nominated Commissioner Juarez for Vice Chair.



Commissioner Plunkett, seconded by Commissioner N. David, nominated Commissioner Plunkett for Vice Chair.

All accept nominations. Both shared why they would like to be elected.

There was no public comment.

Staff then called a roll call vote: 9 votes Juarez, 8 votes Plunkett.

Commissioner Juarez was elected Vice Chair of the Youth Commission for 2016-2017.

Commissioner N. David, seconded by Commissioner Matz, nominated Commissioner Plunkett for Legislative Affairs Officer.

Commissioner Vargas , seconded by Commissioner Amable, nominated Commissioner Vargas for Legislative Affairs Officer.

Commissioner Galeano, seconded by Commissioner Blacksher, nominated Commissioner Galeano for Legislative Affairs Officer.

All accept nominations. All shared why they would like to be elected.

There was no public comment.

Staff then called a roll call vote: 9 votes Plunkett, 6 votes Galeano, 2 votes Vargas.

Commissioner Plunkett was elected Legislative Affairs Officer of the Youth Commission for 2016-2017.

Commissioner Juarez, seconded by Commissioner N. David, nominated Commissioner Lind and Commissioner Vargas for Outreach and Media Officers.

Commissioner Mesler, seconded by Commissioner Matz, nominated Commissioner Mesler for Outreach and Media Officers.

All accept nominations. All shared why they would like to be elected.

There was no public comment.

Staff then called a roll call vote: 17 votes Vargas, 12 votes Lind, 5 votes Mesler.

Commissioner Lind and Commissioner Vargas were elected Outreach and Media Officers of the Youth Commission for 2016-2017.

7. Staff Report (Discussion Only)

Staff congratulated the new term for passing bylaws and electing officers. Staff is working on committee assignments so please look out for that Friday or Monday with a calendar for the year.

Leah will reach out to the outreach team.



Commissioner Blacksher and Commissioner Lind need to schedule a review of the Orientation Retreat materials/trainings they missed.

D4 Youth Council is starting up again. D7 also has a Youth Council.

8. Announcements (This Includes Community Events)

Commissioner Vargas said PODER is having first movie night at 17th and Folsom in October. He will send staff information to put in the Weekly Internal.

9. Adjournment

Meeting adjourned at 8:47pm

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Adele Carpenter, Director, Youth Commission
FROM: *AC* Angela Calvillo, Clerk of the Board
DATE: September 13, 2016
SUBJECT: REFERRAL FROM BOARD OF SUPERVISORS

The Board of Supervisors has received the following substitute legislation, which at the request of the Youth Commission is being referred as per Charter Section 4.124 for comment and recommendation. The Commission may provide any response it deems appropriate within 12 days from the date of this referral.

File No. 160892

Ordinance amending the Administrative Code to establish the San Francisco City College Enrollment Fee Assistance Fund.

Please return this cover sheet with the Commission's response to **Linda Wong, Assistant Clerk, Budget and Finance Committee.**

RESPONSE FROM YOUTH COMMISSION Date: _____

No Comment

Recommendation Attached

Chairperson, Youth Commission

1 [Administrative Code - San Francisco City College Enrollment Fee Assistance Fund]

2
3 **Ordinance amending the Administrative Code to establish the San Francisco City**
4 **College Enrollment Fee Assistance Fund.**

5 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
6 **Additions to Codes** are in *single-underline italics Times New Roman font*.
7 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
8 **Board amendment additions** are in double-underlined Arial font.
9 **Board amendment deletions** are in ~~strikethrough Arial font~~.
10 **Asterisks (* * * *)** indicate the omission of unchanged Code
11 subsections or parts of tables.

12 Be it ordained by the People of the City and County of San Francisco:

13 Section 1. The Administrative Code is hereby amended by
14 renumbering Section 10.100-288 as Section 10.100-287 and revising it, to read as follows:
15 **SEC. 10.100-287 ~~10.100-288~~. SAN FRANCISCO CHILDREN AND FAMILIES TRUST FUND.**

16 (a) **Establishment of Fund.** The San Francisco Children and Families First Trust
17 Fund is established as a category four fund to receive all grants, gifts, or bequests of money
18 made to or for the benefit of the San Francisco Children and Families First Commission *from*
19 *from* public or private sources to be used for early childhood development programs.

20 (b) **Use of Fund.** Moneys allocated to the fund shall be expended only for the
21 purposes authorized by the California Children and Families First Act and in accordance with
22 the San Francisco County Strategic Plan approved by the San Francisco Children and
23 Families First Commission. All monies shall be expended for the specific purpose such grant,
24 gift, or bequest was made.
25

1 Section 2. The Administrative Code is hereby amended by adding a new
2 Section 10.100-288 to read as follows:

3 **SEC. 10.100-288. SAN FRANCISCO CITY COLLEGE ENROLLMENT FEE ASSISTANCE**

4 **FUND.**

5 (a) Establishment of Fund. The San Francisco City College Enrollment Fee Assistance Fund
6 ("the Fund") is hereby established as a category four fund to provide financial assistance to students at
7 City College of San Francisco ("City College"), as further specified in subsection (c).

8 (b) Sources of Funds. The Fund may receive any legally available monies appropriated for
9 this purpose.

10 (c) Use of Funds. The Department of Children, Youth, and Their Families ("the Department")
11 shall use monies in the Fund to make block grants to City College to offset enrollment fees and provide
12 other education-related financial support for students who are enrolled in credit courses at City
13 College and who: (1) maintain their legal residence or domicile in San Francisco, or (2) are an
14 employee of the City and County of San Francisco, the San Francisco Unified School District, or City
15 College ("Eligible Students"). As a condition of accepting the monies, City College shall agree to use
16 the block grants to: (1) reduce or waive enrollment fees for Eligible Students, less any state or federal
17 financial aid the student is currently receiving for his or her education; or (2) for Eligible Students who
18 are receiving other financial aid covering their enrollment fees, for other education-related financial
19 support, including but not limited to monies for the purchase of required books and supplies, lab fees,
20 and activity fees, as specified in the block grant agreement. Benefits from the block grant program
21 need not be based on individual need, but no student shall receive benefits worth more than \$1,000
22 from the program for any academic year. For purposes of this Section 10.100-288, "employee" means
23 someone working for that employer at least 20 hours per week on average.

24 (d) Administration and Oversight of Fund. The Department shall administer the Fund.
25

1 (1) The Department and City College shall develop and execute an agreement
2 governing the block grants and the process for applying for, calculating, awarding, and disbursing
3 payments to individual students. The agreement shall provide for the proportional reduction in
4 payments to individual students to the extent that the total of such payments would exceed the amount
5 of the block grant. The agreement shall give priority to offsetting enrollment fee increases over other
6 education-related financial support.

7 (2) Any block grant agreement between the Department and City College shall provide,
8 as a condition of the grant, for the creation of an Oversight Committee to review City College's
9 implementation of the grant agreement and to prepare an annual public report to the Mayor, the Board
10 of Supervisors, and the Department, as well as to City College, concerning the implementation of the
11 grant agreement and disbursements from the Fund. The Oversight Committee shall consist of one
12 member of the Governing Board of City College, one member of the San Francisco Board of
13 Supervisors appointed by the Board of Supervisors, one member of the San Francisco Board of
14 Education appointed by the Board of Education, one City College student representative, two City
15 College faculty members, one City College financial aid counselor or specialist, one member from the
16 office of the Chancellor of City College, and one community member not otherwise eligible to serve on
17 the Oversight Committee. The Oversight Committee shall comply will all applicable provisions of the
18 Brown Act and the Sunshine Ordinance.

19 (3) Notwithstanding the provisions of subsections (c) and (d), the Department shall
20 build and maintain within the Fund a reserve of up to 100% of the estimated annual funding needs for
21 the Fund.


22
23 Section 2. Effective Date. This ordinance shall become effective 30 days after
24 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
25

1 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
2 of Supervisors overrides the Mayor's veto of the ordinance.

3
4 Section 3. Undertaking for the General Welfare. In enacting and implementing this
5 ordinance, the City is assuming an undertaking only to promote the general welfare. It is not
6 assuming, nor is it imposing on its officer and employees, an obligation for breach of which it
7 is liable in money damages to any person who claims that such breach proximately caused
8 injury.

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APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: 
THOMAS J. OWEN
Deputy City Attorney

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San Francisco Youth Commission
2016-2017 Youth Commission All Meeting Calendar V.1 9.16.16

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- Full Youth Commission
@5:15pm, City Hall, room 416
- Executive Committee
@5pm, City Hall, room 345
- Immigration, Justice &
Employment Committee
@ 5pm, City Hall, room 345
- Housing, Recreation & Transit
Committee
@ 5pm, City Hall, room 345
- Youth Civic Engagement
Committee
@ 4pm, City Hall, room 345
- YC Office Closed,
Holiday

All full Youth Commission meetings to be held in City Hall room 416, except for the September 8th, January 14th and January 15th, and February 21th meetings, location TBD. Committee meetings are held in City Hall room 345, the Youth Commission office.

For more information please visit www.sfgov.org/yc, call (415) 554-6446 or email youthcom@sfgov.org.
The Youth Commission reserves the right to cancel any/all meetings, schedule new meetings, and change the location of meetings in accordance with all applicable laws.

The formal address of City Hall is 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The closest accessible BART station is the Civic Center Station at the United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: MUNI Metro Lines J-Church, K-Ingleside, L-Taraval, M-Oceanview, N-Judah, and T-Third Street at Van Ness and Civic Center Stations; 9-San Bruno, 19-Polk, 47-VanNess, and 71-Haight Noriega. For information about MUNI accessible services call 923-6142.