Date:	March 24, 2015			
Provider Agency	Instituto Familiar de la Raza (IFR)	**DPH Division/Section**	Community Behavioral Health Services (CBHS)	
Program(s)	Indigena Health and Wellness Collaborative			
		Business Office, Compliance Manager	Gilda Mansour	255-3661
Provider Contact	Estela Garcia, Executive Director	**Business Office, Interim Compliance Director**	Michelle Long	255-3409

Request for site approval for relocation of contracted Indigena Health and Wellness Collaborative of Instituto Familiar de la Raza (as required by Chapter 79 of the San Francisco Administrative Code, the Citizens' Right-to-Know Act of 1998, also referred to as "Prop. I").

Relocation From: 3012 16th Street **To**: 3143 Mission Street

About the Move: Indigena Health and Wellness Collaborative's lease for the current location will be expiring and landlord has not been responsive when addressing the safety concerns for staff and clients. The new location is about eleven blocks away from the current location. The new location is nearby (within ¼ a mile from) from five bus routes. See the attached map of public transport.

Programs: Indigena Health and Wellness Collaborative will continue providing a continuum of care for clients in need of various supportive services, including but not limited, to case management, consultation, wellness promotion activities, cultural events/group activities, outreach and engagement, early identification and intervention.

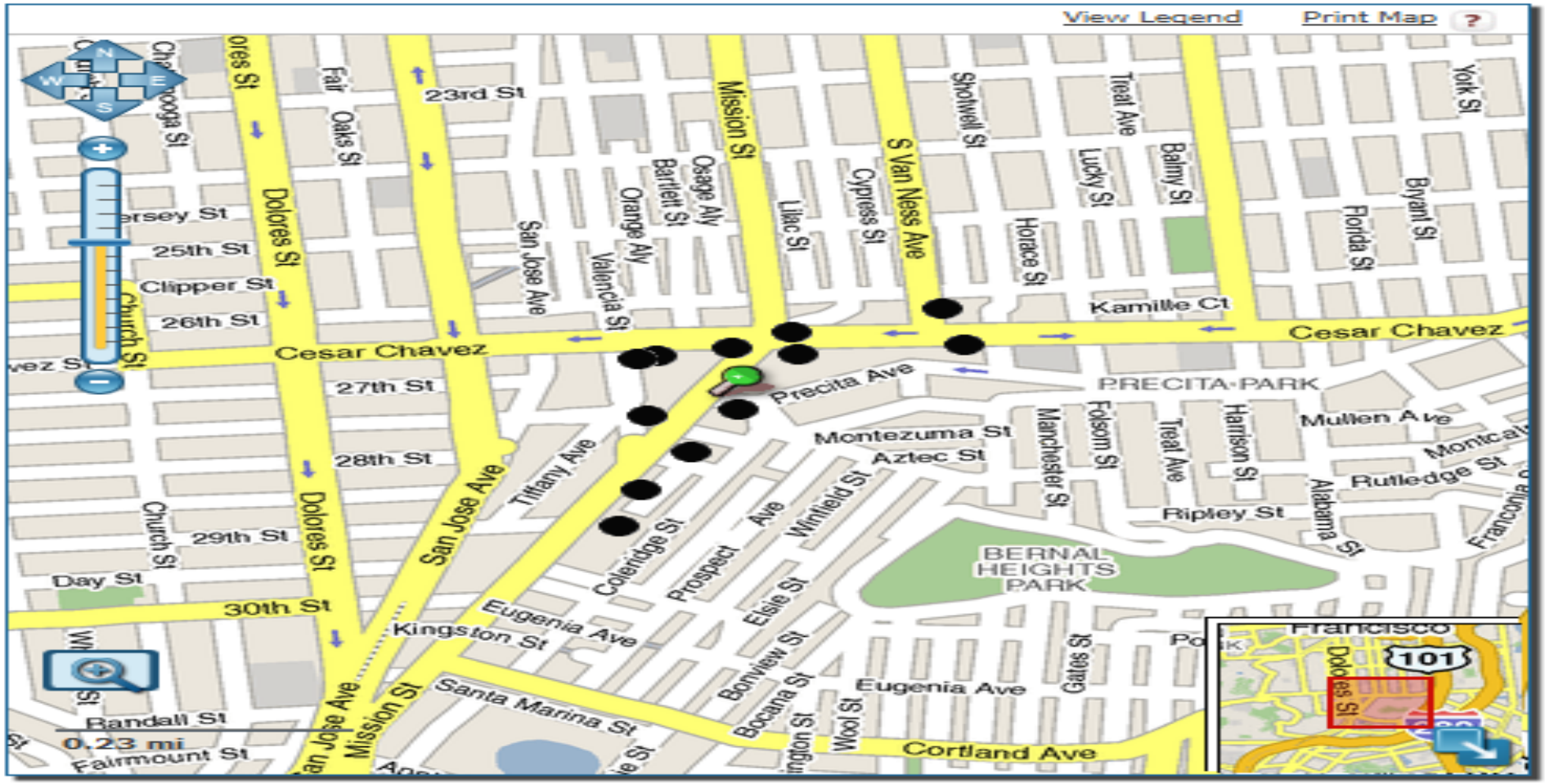
Zoning: Not applicable.

Sign Posting: Signs were posted on February 24, 2015 at 3143 Mission Street announcing the Health Commission hearing on April 7th and Community Meetings on March 9th and 23rd. The signs comply with the requirements of San Francisco Administrative Code Chapter 79.5 (copy of signs attached).

Community Meeting/Response: Two Community Meetings were held on March 9th and 23rd at 2919 Mission Street at 5:30 pm. There were no attendees at either meeting. The first meeting adjourned at 6:10 pm and the second at 6:07 pm. The Compliance Manager did not receive any opposition or concerns regarding this relocation. See attached agenda.

> *Community Meeting Notes:* There were no attendees at either meeting, thus no meeting minutes or sign-ins were recorded.

Recommendation: The requirements of the processes required under the Administrative Code and the Department's Good Neighbor Policy have been met. DPH recommends approval of the relocation of this program.



Nearby Stops and Routes Map Legend

Symbols

- Selected Location
- Bus Stop
- Rail Stations/Stops
- Ferry Landing
- 1st Drawn Route/line
- 2nd Drawn Route/line
- 3rd Drawn Route/line
- Selected Nearby Bus Stop
- Selected Nearby Rail Station
- Selected Nearby Ferry Landing

NOTICE OF COMMUNITY MEETING

to discuss the location for use
by
Instituto Familiar de la Raza's Indigena Health and Wellness Collaborative
on
Monday, March 9th & 23rd at 5:30 pm
at
2919 Mission Street
The Department of Public Health funded program will be located
at
3143 Mission Street
For further information or to submit comments, please contact
Gilda Mansour | Business Office of Contract Compliance | SFDPH | 415.255.3661

NOTICE OF INTENT TO APPROVE A CITY PROJECT AT THIS LOCATION

The Finance Committee &Health Commission will consider
Instituto Familiar de la Raza's Indigena Health and Wellness Collaborative
move to
3143 Mission Street
The Finance Committee &Health Commission Meeting will be held at
362 Capp Street
on
Wednesday April 7, 2015
at 2:00 pm
For further information or to submit comments, please contact
Gilda Mansour | Business Office of Contract Compliance | SFDPH | 415.255.3661

PROPOSITION I. & COMMUNITY MEETING INFORMATION

Thank you for joining the Department of Public Health (DPH) at this Community Meeting as part of Proposition I. DPH would like to formally state its support for this project, as it serves to meet the mission of DPH, which is to protect and promote the health of all San Franciscans.

DPH representatives will facilitate the Community Meeting(s). The agenda for this Community Meeting is as follows:

Community Meeting Agenda

A. Sign-in – *All attendees to sign-in*
B. Introductions – *DPH and project representatives introductions/roles*
C. About Prop I. & Community Meeting(s) – *DPH will present – also see 1. through 4 below*
D. The Project – *DPH and project representatives will present – also see 5. and on below*
E. Question & Answer – *Citizens may ask questions of DPH and project representatives*

1. What is Proposition I.?

Proposition I., also known as the *Citizens' Right-to-Know Act of 1998*, is intended to do the following:

- Allow citizens the right to know about proposed city government projects that are paid for with taxpayer dollars.
- Require that City projects subject to this Act not be implemented until adequate notice has been provided to the public prior to project approval.
- To allow the public the opportunity to have a meaningful voice prior to the project approval.
- To require formal notice requirements to enable interested citizens to bring their concerns to the attention of [the funding] City department(s) before final funding and project approval is granted.
- To allow neighborhoods and project sponsors the opportunity to make sure City projects meet the needs of the neighborhoods in which the projects are to be located.

2. What is the purpose of the Community Meetings?

The purpose of the Community Meetings is to provide citizens with the opportunity to:

- Learn about the project;
- Ask questions and receive answers; and
- Meet the project provider.

3. What are City departments required to do to comply with Prop I.?

To comply, the funding City department must:

- Post a sign[1] on the property project[2] will be located at least 15 days prior to approval of a new or expanded project or different site;
- Keep the sign posted through the date of approval[3];

---

[1] In lieu of the signposting requirements in Section 79.5, a City officer, department, board or commission shall send mailed notice to the owner of each property within 300 feet of the lot line of the property on which the City Project is proposed. Notice shall be sent to the property owners reflected on the latest Citywide Assessor roll and neighborhood associations and organizations listed with the Planning Department where the site would be located within the indicated geographic area of interest of said association or organization. In addition, to the extent practicable, mailed notice shall be sent to the occupants of each property within 300 feet of the lot line of the property on which the City Project is proposed. The mailed notice shall include, at a minimum, all of the information required in Section 79.5(c). Mailed notice shall be sent at least 20 days prior to consideration of Approval of a City Project.

[2] The following City Projects shall be exempt from this section: (a) A shelter for battered persons; (b) A State-authorized, certified, or licensed family care home, foster home, or group home serving six or fewer mentally disordered or otherwise disabled persons or dependent and neglected children, in accordance with California Welfare and Institutions Code Section 5116 or as set forth in Section 209.3(b) of the Planning Code; (c) A City Project undertaken solely to achieve compliance with the disabled access requirements of the Americans With Disabilities Act or the California Building Code; (d) Projects in the public right-of-way; (e) A Project at a fixed location that is outside of the City limits of the City and County of San Francisco.

[3] No person shall remove or cause the removal of such sign during the period of time that posting is required herein without reasonable cause to believe that such removal is necessary to protect persons or property from injury.

- Place the sign in a clearly visible place[4];
- Provide the funding department's approving board/commission; the date of approval and the procedure for obtaining additional information or submitting comments.

4. <u>What has DPH done to comply with Prop I?</u>

DPH has done the following:

- Posted signs in accordance with Prop I. on February 24, 2015 and
- Held two of Community Meetings at 5:30 pm on March 9th and 23rd at 2919 Mission Street to provide for an opportunity for public comment.

[4] Contents and Size of Signs. The sign shall be at least thirty inches (30") by thirty inches (30"). The sign shall be entitled NOTICE OF INTENT TO APPROVE A CITY PROJECT AT THIS LOCATION. The lettering of the title shall be at least 1- 1/4-inch capital letters. All other letters shall be at least 3/4-inch uppercase and 1/2-inch lowercase. The sign shall provide an identification of the officer, department, board or commission that will determine whether to Approve the City Project; the date upon which Approval will be considered; and the procedure for obtaining additional information or submitting comments, which shall include, but not be limited to, a local contact person and telephone number where that person may be reached.