



City and County of San Francisco

Shelter Monitoring Committee

MEETING MINUTES SHELTER MONITORING COMMITTEE POLICY SUBCOMMITTEE MEETING

July 27, 2017

4:00 PM – 5:00 PM

1380 Howard Street

Room 417 (4th Floor)

San Francisco, CA 94103

Roster:

Subcommittee Member Patrina Hall

Subcommittee Member Lauren Kahn

Subcommittee Member Loretta Gaines

Excused:

Subcommittee Chair Nick Kimura

Subcommittee Member Leslie Bilbro

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

2 min

Meeting began at 4:21 PM

I. MINUTES

ACTION

A. June 28, 2017 Minutes

Subcommittee Chair Kimura

5 min

The Subcommittee reviewed the draft June 28, 2017 Minutes.

Explanatory document- June 1, 2017 Draft Minutes

No public comment

Proposed Action: Approve Minutes.

M/S/C: Kahn/Gaines/Unanimous

II. NEW BUSINESS

DISCUSSION/ACTION

A. LEGISLATION REVIEW

Subcommittee Chair Kimura

15 min

The Subcommittee reviewed the legislation guiding the Committee's site visit requirements and the number of complaints and infractions that each shelter received over the last two years.

Explanatory document – Complaint/Infraction Numbers

Proposed Action: Table Legislation Review until next meeting

M/S/C: Kahn/Gaines/Unanimous

Legislation Review tabled

B. INVESTIGATION SURVEYS

Subcommittee Chair Kimura 15 min

The Subcommittee discussed investigation surveys and if it made sense to continue using surveys for complaints alleging violations of Standard 1 of the Standards of Care. Members Kahn and Hall stated that they did not think surveys were useful for Standard 1 investigations unless a large number of clients in the same demographic group all reported having the same problems with shelter staff. Member Hall stated that she would like to see surveys include questions about clients' civil rights, constitutional rights and potential Title VI violations. The Subcommittee agreed to review existing site visit surveys and to come to the next Subcommittee meeting with ideas for a new survey format and survey questions.

Explanatory document – Surveys

Public comment: Charles Pitts asked if the Committee knew the position of security cameras inside San Francisco shelters and shared his thoughts on how to improve investigations into client complaints.

C. STANDARDS OF CARE VIOLATIONS

Subcommittee Chair Kimura 15 min

Item was tabled due to the adjournment of the meeting.

Explanatory document – SOC Reports

Adjournment

M/S/C: Kahn/Gaines/Unanimous

No public comment

Proposed Action: Approve adjournment

Meeting adjourned at 5:15 PM

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Administrator
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City Hall, Room 244
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San Francisco, CA 94102-4689
Phone 415.554.7724
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