



City and County of San Francisco
SHELTER MONITORING COMMITTEE

DRAFT MEETING MINUTES

August 15, 2018 / 10:00 AM
City Hall, Room 408 / San Francisco, CA 94102

Present:

Chair Mwangi Mukami
Committee Member Stephen Irwin
Vice Chair Gary McCoy
Committee Member Gavin James
Committee Member Nicholas Kimura
Committee Member Lauren Kahn
Committee Member Loretta Gaines

Excused:

Committee Member Charlie Morimoto
Committee Member Jonathan Adler
Committee Member Traci Watson

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

The meeting began at 10:10 AM. Member Gaines was not present. Quorum was not met.
Member Gaines arrived at 10:12 AM. There was quorum.

Department of Homelessness and Supportive Housing Update and Shelter Status Reports were moved to the first two agenda items.

II. REPORTS

DISCUSSION/ACTION

C. DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING Scott Walton (HSH)

The Committee received an update from the Department of Homelessness and Supportive Housing, which included information on the placements from the shelter waiting list, Navigation Center intakes and exits and answered Committee questions on how vacant beds at Hamilton Family Shelter are filled, the status of Imminent Danger policy recommendations and the status of the Navigation Centers.

Action item: Determining a plan for the Committee to move forward with taking on the Navigation Centers assigned to Policy Subcommittee

Public comment: A member of the public stated that he has been around shelters and SROs and that he has personally witnessed problems in both.

D. SHELTER STATUS REPORTS

The Committee reviewed the Department of Homelessness and Supportive Housing's (HSH) Shelter Vacancy Reports.

Explanatory document- July 2018 Shelter Occupancy Report, July 2018 Providence Family Counts

Member Comment: Member Kahn stated that one of the questions that the Committee usually has about the Occupancy Reports is if there is an explanation when there is a sudden increase in shelter vacancies at a site.

- I. MINUTES** *ACTION*
- A. July 2018 MINUTES** **Chair Mukami** 5 min
The Committee reviewed the draft July 2018 minutes.
Explanatory document- July 2018 Committee Minutes
Proposed Action: Approve Minutes.
No public comment
M/S/C: James/Gaines/Unanimous
July 2018 Minutes approved

- II. REPORTS** *DISCUSSION/ACTION*
- A. POLICY SUBCOMMITTEE** **Subcommittee Chair Kimura** 10 min
Subcommittee Chair Kimura provided an update on the topics that were discussed at the August Subcommittee meeting such as the family shelter placement policy and permanent denials of service.
- B. STANDARD OF CARE STAFF REPORT** **Committee Staff** 10 min
Committee staff reviewed the July 2018 Standard of Care Staff report.
Explanatory document- July 2018 Standard of Care Staff Report

Public comment: Scott Walton (HSH) asked if there was a way to reduce the amount of time in between the site visits and when site visit infractions were sent to the shelter.

Member comment: Member Kahn stated that it would be a good time to resume work on updating site visit forms.

Action item: Updating site visit forms assigned to Policy Subcommittee

- V. PUBLIC COMMENT** *DISCUSSION* 3 min
Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect to an action item [denoted by **Proposed Action** after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item [denoted by **Discussion**] on the agenda, members of the public

may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item. The Shelter Monitoring Committee presented Vice Chair McCoy with a Certificate of Appreciation in recognition for his years of service to the Committee.

Member comment: Chair Mukami thanked Vice Chair McCoy for the leadership he provided and the work that he did to professionalize the Committee.

Member Comment: Vice Chair McCoy stated that it had been a great couple of years old the Committee and stated that he would like to see some more female representation on the Committee.

Member Comment: Member Kahn stated that Vice Chair McCoy had been an amazing colleague and friend on this Committee.

Member Comment: Member James stated that many people might not know that Vice Chair McCoy was instrumental in filling seats on the Committee and that he worked hard on outreach to recruit new Committee members.

Member Comment: Member Kimura stated that there was an article in the Bay Area Reporter about Vice Chair McCoy.

Member Comment: Member Gaines thanked Vice Chair McCoy and stated that he as a great example for the Committee.

Public comment: Nick Kimura made a statement in support of the “Our City Our Home” ballot proposition.

ADJOURNMENT

Proposed Action: Approve adjournment

M/S/C: Kahn/Gaines/Unanimous

Meeting adjourned at 11:05 Am

Task:	Assigned to:	Complete By:
Determine a plan for the Committee to move forward with taking on the Navigation Centers	Policy Subcommittee	September Policy Subcommittee meeting (TBD)
Update site visit forms	Policy Subcommittee	Ongoing

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Phone 415.554.7724
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