



City and County of San Francisco

Shelter Monitoring Committee

DRAFT MEETING MINTUES SHELTER MONITORING COMMITTEE

September 16, 2015

10:00 AM

City Hall, Room 408

San Francisco, CA 94102

Present:

Chair Nicholas Kimura

Committee Member Kendra Amick

Committee Member Charles Morimoto

Committee Member Jonathan Bonato

Committee Member Matthew Steen

Committee Member Moses Mukami

Committee Member Anakh Sul Rama

Excused:

Committee Member Cindy Ward

Committee Member Terezie Bohrer

Committee Member Michael Kirkland

Absent:

Committee Member Darcel Jackson

PUBLIC COMMENTS WILL BE TAKEN FOR EACH AGENDA ITEM AS INDICATED.

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

2 min

I. MINUTES

ACTION

A. August 2015 Minutes

Chair Kimura

5 min

The Committee reviewed the Draft July, 2015, Minutes.

Explanatory document- July, 2015, Committee Minutes

No public comment

Motion to vote to approve August 2015 Minutes

M/S/C (Bohrer/Ward/Unanimous)

August 2015 Minutes Approved

No public comment

II. REPORTS

DISCUSSION

A. Shelter Status Reports

Chair Kimura

10 min

Human Service Agency (HSA) Report

Chair Kimura provided an update from the HSA office (due to Member Ward's absence) covering reports on shelter vacancies, turn aways and waiting lists.

- Shelter Vacancy Report
- Shelter Turn Away Report-Family Shelter-Hamilton Emergency
- Family Waiting List-Connecting Point
- Winter Shelter for Single Adults and Families

No public comment

C. Standard of Care and Staff Report **Committee Staff** *10 min*
Committee staff reviewed the August 2015, Standard of Care and Staff report.

Committee comment: Member Mukami brought up the idea of requesting training records for front-line shelter staff and shelter managers. Member Mukami also brought up the idea of working with the Human Rights Commission and HOPE in cases where clients allege that staff are violating Standard 1.

Committee comment: Member Morimoto discussed difficulties the Committee has had in the past of investigating violations of Standard 1 and the flaws in the previous system of surveying all clients after receiving a complaint about staff. Member Morimoto also discussed how the Committee is now tracking the names of shelter staff that are frequently named in complaints in order to identify specific employees that have a history of disrespectful or abusive behavior.

Committee comment: Member Sul Rama brought up the point that the Shelter Training Manual has not been updated since 2004.

Committee comment: Member Steen discussed the possibility of seeing if the Human Rights Commission has any cases that they are overseeing that have also been reported to the Shelter Monitoring Committee.

No public comment

III. 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.

Public comment: Will Daley suggested that the Shelter Monitoring Committee make advocating for the provision of additional MUNI tokens to shelters a policy priority.

Public comment: Angel Mason stated that in her experience, there are some shelter staff that give preferential treatment to clients that they are familiar with and sometimes act inappropriately during working hours.

Public comment: Cynthia Lee gave her opinion that shelter staff do not take it seriously when clients are threatening other clients with physical violence.

- IV. NEW BUSINESS** **DISCUSSION/ACTION**
- A. Policy Subcommittee** **Subcommittee Chair Mukami** 5 min
- The Committee provided updates on the work of the Sub-Committee and discussed ongoing policy matters related to Imminent Danger policies and related denial of service cases.
Explanatory documents: Token Survey Results
- B. Election of Officers** **Chair Kimura** 5 min
- Explanatory documents: Officer Descriptions and Office Duty Memo*
Member Steen nominated himself to serve as Secretary and spoke about the experience he has gained as a member of the Shelter Monitoring Committee attending meetings, conducting site visits and serving as a member of the Policy Subcommittee.
No public comment
Motion to vote to elect Member Steen as Secretary
M/S/C: Kimura/Bonato/Unanimous
Member Steen elected as Secretary
- C. Adjournment**
- No public comment**
Meeting adjourned at 10:45 due to lack of quorum

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Sunshine Ordinance Task Force
City Hall, Room 244
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