



City and County of San Francisco  
SHELTER MONITORING COMMITTEE

MEETING MINUTES (DRAFT)

Wednesday, **November 17, 2021** | 10:00 AM  
Via WebEx

**Present:** Chair Jonathan Adler  
Committee Member Lisa Rachowicz  
Committee Member Traci Watson  
Committee Member Tomiko Eya  
Committee Member David Harris  
Committee Member Steven Clark

**Excused:** Committee Member Gabriela Avalos  
Vice Chair Diana Almanza

**Absent:** Committee Member Cris Plunkett  
Committee Member Bryce Dennis

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.  
**PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTIONS**

**CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS** 5 min  
Meeting began at 10:15 AM. Quorum was *not* met. Any actions taken by the Committee must be ratified at the next Committee meeting with quorum.

I. **MINUTES** **DISCUSSION/ ACTION**

**OCTOBER 2021 MINUTES** **CHAIR ADLER** 5 min

Approval of Draft October 2021 Minutes (which have been posted on the SMC website for review) was tabled for the next meeting.

**NEW BUSINESS/REPORTS** **DISCUSSION/ ACTION**

A. **RECOLLECTION IN MEMORY OF MEMBER EDWARDS** **DISCUSSION** 10 min

The Committee paused for a minute of silence and to allow Members and the public to reflect on the life and contribution of Member Brian Edwards who passed away suddenly on November 3rd. Members recalled his energy, conviction, and generosity.

B. **PROPOSED RESOLUTION - TELECONFERENCED MEETINGS** **DISCUSSION/ ACTION**

**CHAIR ADLER** 5 min

To abide by protocols recommended by the City Attorney’s Office, a resolution to hold meetings virtually was discussed. A draft is on the SMC website. Action on this matter was tabled for the next meeting.

C. **PROPOSED RESOLUTION REGARDING EQUITY** **DISCUSSION/ ACTION**

**MEMBER PLUNKETT** 5 min

Action relative to Member Plunkett’s proposed resolution was tabled, absent a quorum.

D. POLICY SUBCOMMITTEE SUBCOMMITTEE CHAIR AVALOS 5 min  
Subcommittee Chair Avalos was not able to be present. Discussion/action was tabled.

E. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING DISCUSSION  
HSH 15 min  
The Committee received an update from the Department of Homelessness and Supportive Housing.  
*Explanatory documents – Vacancy Report*

F. DEPARTMENT OF PUBLIC HEALTH DISCUSSION 10 min  
DPH STAFF  
The Committee received an update from the Department of Public Health staff.  
*Explanatory documents – SOC Report*

II. PUBLIC COMMENT DISCUSSION 5 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.

#### ADJOURNMENT

This item requires a motion, a second, and to be carried.

***Meeting adjourned at 11:10 AM.***

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Robert Hill at [robert.hill@sfdph.org](mailto:robert.hill@sfdph.org) or visit the [SMC website](#).

The ringing of and use of cell phones, pagers, and similar sound producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager or other similar sound-producing electronic devices. In order to assist the City’s efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees maybe sensitive to various chemical based scented projects. Please help the City to accommodate these individuals.

**Know Your Rights under the Sunshine Ordinance (Chapter 67 San Francisco Administrative Code)** Government’s duty is to serve the public, reaching its decision 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 THIS ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE:**

Administrator  
Sunshine Ordinance Task Force  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689  
Phone 415.554.7724  
Fax 415.554.7854  
E-mail [sotf@sfgov.org](mailto:sotf@sfgov.org)

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

**Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: [sfgov.org/ethics](http://sfgov.org/ethics).