



DRAFT MEETING MINUTES

*May 16, 2018 / 10:00 AM
City Hall, Room 408 / San Francisco, CA 94102*

Present:

*Vice Chair Gary McCoy
Committee Member Gavin James
Committee Member Nicholas Kimura
Committee Member Stephen Irwin
Committee Member Loretta Gaines
Committee Member Charlie Morimoto
Committee Member Jonathan Adler*

Excused:

*Chair Mwangi Mukami
Committee Member Lauren Kahn
Committee Member Traci Watson*

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

The meeting began at 10:05 AM. Quorum was not met. Vice Chair McCoy moved the Standard of Care Staff Report to the first agenda item.

IV. REPORTS

DISCUSSION

C. STANDARD OF CARE STAFF REPORT

Committee Staff

Committee staff reviewed the April 2018 Standard of Care Staff report. Member Morimoto requested that future reports include information on whether or not shelter programs are in compliance with the Standards of Care and if they are consistently having the same issues.

Public comment: A member of the public alleged that the bed bug policy is not being enforced at Next Door and that the bathrooms are not being adequately cleaned.

Member Gaines was noted as present at 10:18 AM. There was quorum.

I. MINUTES

ACTION

A. APRIL 2018 MINUTES

Vice Chair McCoy

The Committee approved the draft April 2018 minutes.
Explanatory document- April 2018 Committee Minutes

No public comment

Proposed Action: Approve April 2018 Minutes

M/S/C: Kimura/James/Unanimous

April 2018 Minutes approved

II. OLD BUSINESS

DISCUSSION/ACTION

A. POLICY SUBCOMMITTEE Subcommittee Chair Kimura

The Committee voted on Proposed Edits to the Shelter Monitoring Committee Legislation, which included removing the Standard of Care requirement for sites to provide pillowcases to clients if the pillows are attached to sleeping mats and changing elections for Committee officer's to take place on the first meeting of each calendar year.

Explanatory document: Recommended Edits to Shelter Monitoring Committee Legislation

No public comment

M/S/C: James/Irwin/Unanimous

Proposed Edits to the SMC Legislation Approved

Member Comment: Vice Chair McCoy stated that Supervisor Safai's office expressed interest in the Committee's work and that the approved recommendations would be introduced by Supervisor Safai to the full Board of Supervisors. He also stated that the Supervisor's office would set up a meeting between HSH and the Committee in order to review the recommendations before they are presented to the full Board.

The Committee also discussed and voted on recommended edits to the Domestic Violence Imminent Danger policy. Member Kimura stated that HSH recently proposed changes to the policy in response to concerns that the current policy requires victims of domestic violence to cooperate with law enforcement. Member Kimura stated that the Shelter Advocates supported HSH's changes and suggested several edits of their own, which were all incorporated by HSH. He explained that HSH asked the Shelter Monitoring Committee to review the revised Imminent Danger policy. Member Kimura also stated that the Policy Subcommittee had reviewed the policy and suggested two edits: Inserting "by shelter staff" into the sentence "The victim will be encouraged to develop a safety plan..." and inserting the sentence "The safety plan should fit the victim's situation."

Member Comment: Member Gaines stated that she believed victims should be required to have a safety plan because of how many other people would be at risk if the perpetrator of domestic violence returned to the shelter.

Committee Edit: Member James proposed removing "The safety plan should fit the victim's situation," from the policy because it replicates existing language in the policy.

Explanatory document: Revised Domestic Violence Imminent Danger Policy

No public comment

Proposed Action: Approve Revised Domestic Violence Imminent Danger Policy with proposed Committee edits

M/S/C: James/Irwin/Unanimous
Revised Domestic Violence Imminent Danger Policy with Committee edits approved

III. NEW BUSINESS

DISCUSSION/ACTION

A. QUARTERLY REPORT

Vice Chair McCoy

The Committee reviewed and voted to approve the 3rd Quarter Report FY 2017-2018.

Explanatory document: Draft of 3rd Quarter Report FY 2017-2018

Proposed Action: Approve Quarterly Report

Member Comment: Member Morimoto stated that the report does not have enough information on if sites are getting better or worse over time. He also stated that the reports should be focused on individual sites instead of aggregate data on the shelter system as a whole. Member Morimoto also stated that the reports should highlight which sites are doing well, possibly with a certificate of excellence.

Member Comment: Member James stated that sometimes staff feel like the Committee is being punitive on a site visit, when in reality the goal is to identify which areas need improvement. He also stated that sometimes there isn't enough support for sites, such as sites that are required to have signs in English and Spanish but may not have the staff to translate signs from English to Spanish.

Member Comment: Vice Chair McCoy suggested adding information in a future report about the number of complaints where a violation was confirmed to have occurred, possibly in the format of a pie chart.

Member Comment: Member Gaines asked if there could be any steps taken to reduce the number of complaints that were closed due to No Contact from the client.

Public Comment: Joseph Kenan asked if the data from the Committee's reports were available online and if it was possible for clients to file anonymous complaints.

Public Comment: A member of the public alleged that there can be retribution from shelter staff after clients file a complaint.

M/S/C: Kimura/Gaines/Unanimous
3rd Quarter Report FY17-18 approved

V. PUBLIC COMMENT

Public Comment: A member of the public alleged that she developed breathing issues while staying at Next Door after a pest control treatment. She also alleged

that shelter staff were not willing to consider alternative pest treatment options such as diatomaceous earth or bed bug sniffing dogs.

ADJOURNMENT

Proposed Action: Approve adjournment

M/S/C: James/Gaines/Unanimous

Meeting adjourned at 11:13 AM

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