



City and County of San Francisco
SHELTER MONITORING COMMITTEE

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

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

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS *2 min*

The meeting began at 10:05 AM. There was not quorum. Standard of Care Staff Report was moved to be the first agenda item.

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| IV. | REPORTS | DISCUSSION | |
| C. | STANDARD OF CARE STAFF REPORT | Committee Staff | 10 min |
| | 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 stated that the bed bug policy is not being enforced at Next Door and that the bathrooms are not being adequately cleaned.

Member Gaines arrived at 10:18 AM. Quorum is now present.

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| I. | MINUTES | ACTION | |
| A. | APRIL 2018 MINUTES | Vice Chair McCoy | 5 min |
| | The Committee reviewed the draft April 2018 minutes.
<i>Explanatory document- April 2018 Committee Minutes</i>
No public comment | | |

Proposed Action: Approve Minutes.
M/S/C: Kimura/James/Unanimous
April 2018 Minutes approved

II. OLD BUSINESS

DISCUSSION/ACTION

A. POLICY SUBCOMMITTEE Subcommittee Chair Kimura 10 min

The Committee discussed and voted on recommendations to the legislation.

Explanatory document: Recommended edits to Shelter Monitoring Committee Legislation

Proposed Action: Approve recommendations to the legislation

No public comment

Roll Call Vote:

- Member Adler: Yea
- Member Gaines: Yea
- Member James: Yea
- Member Irwin: Yea
- Member McCoy: Yea
- Member Kimura: Yea
- Member Morimoto: Yea

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 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.

Member Comment: Member James suggested removing "The safety plan should fit the victim's situation," from the policy because it replicates language that is already in the policy.

Explanatory document: Recommended edit to Domestic Violence Imminent Danger Policy

Proposed Action: Approve Recommended edit to Domestic Violence Imminent Danger Policy

No public comment

Roll Call Vote:

- Member Adler: Yea
- Member Gaines: Yea

- Member James: Yea
- Member Irwin: Yea
- Member McCoy: Yea
- Member Kimura: Yea
- Member Morimoto: Yea

Recommended edit to Domestic Violence Imminent Danger Policy approved

III. NEW BUSINESS

DISCUSSION/ACTION

A. QUARTERLY REPORT

Vice Chair McCoy 10 min

The Committee reviewed and made edits to 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 site's 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: Cynthia Lee stated 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

DISCUSSION

3 min

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Public comment: A member of the public stated that she developed breathing issues after Next Door had a pest control treatment. She also stated that shelter staff were not willing to consider 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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