



City and County of San Francisco
SHELTER MONITORING COMMITTEE

MEETING MINUTES

July 18, 2018 / 10:00 AM
City Hall, Room 408 / San Francisco, CA 94102

Present:

Chair Mwangi Mukami
Committee Member Gavin James
Committee Member Nicholas Kimura
Committee Member Lauren Kahn
Committee Member Loretta Gaines
Committee Member Charlie Morimoto
Committee Member Jonathan Adler
Committee Member Stephen Irwin

Excused:

Vice Chair Gary McCoy
Committee Member Traci Watson

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

Meeting began at 10:04 AM. There was quorum.

- I. MINUTES** *ACTION*
- A. MAY 2018 MINUTES** **Chair Mukami** 5 min
The Committee approved the draft May 2018 minutes.
Explanatory document- May 2018 Committee Minutes
No public comment
Proposed Action: Approve Minutes.
M/S/C: James/Gaines/Unanimous
May 2018 Minutes approved
- II. REPORTS** *DISCUSSION/ACTION*
- A. POLICY SUBCOMMITTEE** **Subcommittee Chair Kimura** 10 min
Subcommittee Chair Kimura requested updates on the status of the Navigation Center Workgroup and the recommended edits for the Imminent Danger Policy. Subcommittee Chair Kimura also stated that he wanted the Subcommittee to take a look at the family shelter system and how homeless families can get a placement in a family shelter congregate room.
Proposed Action
Committee staff to follow-up on:
- ***The status of SMC recommendations for the Domestic Violence Policy***

- *The status of the Navigation Center work group and to develop a plan for implementing oversight*
- *Who will be the HSH contact for future SMC meetings*

Public comment: Charles Pitts shared his concerns that the Committee has not begun monitoring the Navigation Centers.

Public comment: Kerry Abbot (HSH) requested that the third item be removed from the vote because she would be the HSH contact.

Proposed action

Committee staff to follow-up on:

- *The status of SMC recommendations for the Domestic Violence Policy*
- *The status of the Navigation Center work group and to develop a plan for implementing oversight*

M/S/C: Mukami/Kimura/Unanimous

Motion approved

B. STANDARD OF CARE STAFF REPORT Committee Staff 10 min

Committee staff reviewed the May and June 2018 Standard of Care Staff reports.

Public comment: A member of the public reported that when he went to MSC South, he found that the facilities were routinely dirty and needed additional cleaning.

Public comment: A member of the public stated that he disagrees with how staff at MSC South treat shelter clients.

C. DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING 10 min

Kerry Abbot (HSH) presented an update from the Department of Homelessness and Supportive Housing, which included updates on staff vacancies, Coordinated Entry for families and introducing Elisabet Medina as the new Family Shelter and Transitional Housing Program Manager.

Proposed Action

HSH Family Shelter Placement Policy assigned to Policy Subcommittee

No public comment

M/S/C: Mukami/Kimura/Unanimous

Motion approved

Public comment: Charles Pitts shared his concerns about the lack of data available about Navigation Center clients and stated that the family shelter system should do more for homeless families.

D. SHELTER STATUS REPORTS 10 min

Jenay Washington (HSH) presented the Department of Homelessness and Supportive Housing's Shelter Status Reports.

Public comment: Joseph Kenan asked how vacancy rates were determined and questioned the accuracy of the shelter occupancy rates.

Kerry Abbot stated that the numbers in CHANGES are based on reservations and that clients who have 90 day reservations are allowed to leave for a day. She stated that sometimes beds remain empty that are actually reserved.

- 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 recognized Committee Staffer Jeff Simbe with a Certificate of Appreciation in recognition for his years of service to the Committee.

Public comment: Cindy Ward (HSA) stated that she was a former member of the Committee and that she had to come back to appreciate Jeff Simbe on his last day for his hard work and the positive influence that he had on the Committee.

Public comment: Dwayne Gabbot stated that he hoped that Mr. Simbe could continue to make a difference in his new role.

Public comment: Charles Pitts stated that he appreciated Mr. Simbe's hard work and that he hoped the new person that would be brought in would be of the same quality.

Public comment: Nicholas Kimura made a public comment in support of the "Our City Our Home" ballot measure.

ADJOURNMENT

Proposed Action: Approve adjournment

M/S/C: Kahn/Gaines/Unanimous

Meeting adjourned at 11:40 AM

Action Item	Date Assigned	Assigned To
Follow-up with HSH regarding the status of: •The status of SMC recommendations for the Domestic Violence Policy •The status of the Navigation Center work group and to develop a plan for implementing oversight	7/18/18	Committee Staff
HSH Family Shelter Placement Policy assigned for discussion	7/18/18	Policy Subcommittee

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Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone 415.554.7724
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E-mail sotf@sfgov.org

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