



MEETING MINUTES

*April 17, 2019 / 10:00 AM
City Hall, Room 408 / San Francisco, CA 94102*

Present:

- Committee Member Jonathan Adler*
- Committee Member Diana Almanza*
- Committee Member Gabriela Avalos*
- Committee Member Stephen Irwin*
- Committee Member Craig Murdock*
- Committee Member Joseph Kenan*
- Committee Member Nastassia Serina*
- Committee Member Scott Walton*
- Committee Member Traci Watson*
- Committee Member Vixen Yvonne*

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

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

The meeting began at 10:01 AM. Members Serina and Watson were not present. There was quorum. Member Serina arrived at 10:05 AM. Member Watson arrived at 10:14 AM.

Proposed Action: Committee staff to chair the meeting
No public comment
M/S/C: Walton/Kenan/Unanimous
Motion to have Committee staff chair the meeting approved

- I. MINUTES** *ACTION*
- A. March 2019 MINUTES** **Committee Staff** *5 min*
 The Committee reviewed the Draft March 2019 minutes.
Explanatory document- Draft March 2019 Committee Minutes
No public comment
Proposed Action: Approve Minutes.
M/S/C: Kenan/Almanza/Unanimous
March 2019 Minutes approved
- II. NEW BUSINESS** *DISCUSSION/ACTION*
- A. OFFICER NOMINATIONS AND ELECTIONS** **Committee Staff** *10 min*

The Committee completed nomination of candidates and held elections for Chair, Vice-Chair and Secretary. Member Irwin nominated Member Adler as a candidate for the Chair position.

Explanatory document: Officer Descriptions, Election Memo

Proposed Action: Complete nominations for Chair, Vice-Chair and Secretary candidates.

- Member Kenan accepted his nomination for the Chair position
- Member Adler accepted the nomination for the Chair position
- Member Almanza accepted the nomination for the Vice-Chair position
- Member Irwin accepted the nomination for the Secretary position.

Proposed Action: Elect officers to fill vacant Chair, Vice-Chair and Secretary positions.

Member comment: Member Kenan stated that his background was as a MD and psychiatrist and that he has worked extensively with people with significant barriers. He also stated that he has stayed at City shelters and that he wanted to use that experience to help community members. He also stated that the purpose of the Chair is to make for a fair process and to make sure the Mayor and the LHCB have the information needed to implement changes.

Member comment: Member Adler stated that he agreed with what Member Kenan said and that he appreciated his sentiment. He stated that he was appointed in 2017 by LHCB to ensure that the care in shelters matched what is mandated by the legislation. He also stated that he also experienced homelessness in his early 20s and that he has witnessed firsthand the strides that shelters, the city and nonprofits have taken to provide safe shelters to people trying to move on to the next phase of their life. He also stated that at his current role is the compliance director for Community Housing partnership.

No public comment

Votes to elect Member Kenan as Chair:

- Member Almanza
- Member Kenan
- Member Yvonne

Votes to elect Member Adler as Chair:

- Member Serina
- Member Watson
- Member Avalos
- Member Irwin
- Member Walton
- Member Adler
- Member Murdock

Member Adler elected as Chair.

Member comment: Member Almanza stated that she saw the role of the Vice Chair as standing in the stead of the Chair. She stated that she wanted to continue to ensure that the process is a fair one. She also stated that a history of working with the homeless population and continue to do so in my current position.

No public comment

Votes to elect Member Almanza as Vice-Chair:

- Member Almanza
- Member Kenan
- Member Yvonne
- Member Serina
- Member Watson
- Member Avalos
- Member Irwin
- Member Walton
- Member Adler
- Member Murdock

Member Almanza elected as Vice-Chair.

Member comment: Member Irwin stated that he is seeking position of secretary and that he has had a long history of homelessness and sobriety. He stated that he has been at the PRC Aids Emergency Fund for about 3 years. He also stated that he is finishing undergrad in Sociology and starting a master's program at Berkeley in the fall.

No public comment

Votes to elect Member Irwin as Secretary:

- Member Almanza
- Member Kenan
- Member Yvonne
- Member Serina
- Member Watson
- Member Avalos
- Member Irwin
- Member Walton
- Member Adler
- Member Murdock

Member Irwin elected as Secretary.

B. POLICY SUBCOMMITTEE APPOINTMENTS

Chair Adler

10 min

Chair Adler appointed the following members to the Policy Subcommittee: Members Avalos, Almanza, Irwin, Kenan, Serina and Watson. Member Avalos was appointed as Policy Subcommittee Chair.

C. SHELTER MONITORING COMMITTEE FLYER

Chair Adler 10 min

Chair Adler assigned the updating and revision of the Shelter Monitoring Committee flyer to the Policy Subcommittee.

Explanatory document: Shelter Monitoring Committee flyer

III. REPORTS

DISCUSSION/ACTION

A. DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

Scott Walton (HSH) 10 min

Member Walton provided an update from the Department of Homelessness and Supportive Housing, which included an overview of how the Policy Subcommittee had been working with HSH staff to determine how the Committee would begin monitoring the Navigation Centers. He also stated that he would like to offer the members who will be conducting site visits the opportunity to tour a Navigation Center.

B. SHELTER STATUS REPORTS

Scott Walton (HSH) 10 min

The Committee reviewed the Department of Homelessness and Supportive Housing's (HSH) Shelter Vacancy Reports. Member Walton also provided information on the occupancy rates of the Interfaith Winter Shelter.

Explanatory document- March 2019 Shelter Occupancy Report, March 2019 Bethel AME Count, March 2019 Family Shelter Occupancy Count

C. STANDARD OF CARE STAFF REPORT

Committee Staff 10 min

Committee staff reviewed the April 2019 Standard of Care Staff Report and provided an overview of the complaints that were received by the Committee, investigations completed by staff and the results of site visits conducted in April 2019. Member Adler requested that Committee staff provide an overview of the different Committee reports at the next meeting. Member Adler assigned the development of an escalation plan for repeat complaints and infractions to the Policy Subcommittee.

Explanatory document- March 2019 SOC Staff Report

Motion: Make a presentation to at the May LHCB meeting re. lack of AED at First Friendship. Motion filed by Member Kenan. Motion was not seconded; motion failed.

IV. 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.

No public comment

ADJOURNMENT

Proposed Action: Approve adjournment

M/S/C: Irwin/Murdock/Unanimous

Meeting adjourned at 11:51 AM

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Howard Chen at 415.255.3653 or howard.c.chen@sfdph.org 72 hours before the meeting.

To obtain a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting, please contact Jeff Simbe at 415.255.3642 or jeff.simbe@sfdph.org at least two business days before the meeting.

City Hall is accessible to persons using wheelchairs and others with disabilities. Assistive listening devices are available and meetings are open-captioned. Agendas are available in large print. Materials in alternative formats, American Sign Language interpreters, and other format accommodations will be made available upon request. Please make your request for alternative format or other accommodations to the Shelter Monitoring Committee at 415.255.3642. Providing at least 72 hours notice prior to the meeting will help ensure availability.

The nearest BART station is Civic Center Plaza at the intersection of Market, Grove, and Hyde Streets. The MUNI Metro lines are the F, J, K, L, M, and N (Civic Center Station or Van Ness Avenue Station). MUNI bus lines serving the area are the 47 Van Ness, 9 San Bruno, and the 6, 7, 71 Haight/Noreiga. Accessible curbside parking is available on Oak and Hickory Streets.

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 of the 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 SUNSHINE ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE THROUGH:**

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

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.

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.