



City and County of San Francisco
Shelter Monitoring Committee

AGENDA
SHELTER MONITORING COMMITTEE
September 16, 2015
10:00 AM
City Hall, Room 408
San Francisco, CA 94102

Roster:

Chair Nicholas Kimura
Committee Member Cindy Ward
Committee Member Terezia Bohrer
Committee Member Kendra Amick
Committee Member Michael Kirkland
Committee Member Charles Morimoto

Committee Member Darcel Jackson
Committee Member Jonathan Bonato
Committee Member Matthew Steen
Committee Member Moses Mukami
Committee Member Anakh Sul Rama

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

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

I. MINUTES *ACTION*
A. August 2015 Minutes **Chair Kimura** *5 min*

The Committee will review the draft August, 2015 Minutes.
Explanatory document- August, 2015, Committee Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. REPORTS *DISCUSSION*
A. Mayor’s HOPE Office **Bevan Dufty** *10 min*

Bevan Dufty, Director of HOPE, Housing Opportunity, Partnerships and Engagement, will provide an update from his office.

B. Shelter Status Reports **Cindy Ward** *10 min*
Human Service Agency (HSA) Report

- Shelter Vacancy Report
- Shelter Turn Away Report-Family Shelter-Hamilton Emergency
- Family Waiting List-Connecting Point
- Winter Shelter for Single Adults and Families

C. Standard of Care and Staff Report **Committee Staff** *10 min*
 Committee staff will review the August 2015, Standard of Care and Staff report.

III. 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.

IV. NEW BUSINESS *DISCUSSION/ACTION*
A. Policy Subcommittee **Subcommittee Chair Mukami** 5 min
The Committee will provide updates on the work of the Sub-Committee and discuss ongoing policy matters.
Explanatory documents: Token Survey Results

B. Election of Officers **Chair Kimura** 5 min
The Committee will ask all Committee members who wish to serve in the position of Vice Chair or Secretary to announce their desire to fill the position and to briefly explain why they feel qualified to serve. For a member to be elected as an Officer, there must be seven votes by the Committee. Members are not allowed to vote more than one time for each vote.
Explanatory documents: Officer Descriptions and Office Duty Memo
Public Comment will be heard before the proposed action.
Proposed Action: Approve Vice Chair
Public Comment will be heard before the proposed action.
Proposed Action: Approve Secretary

V. INFORMATION REQUESTS *DISCUSSION*
A. Information Requests **Chair Kimura** 5 min
The Committee will put forward any items discussed during the meeting requiring an Information Request from a City & County of San Francisco agency or contracted agency. The Committee will also review the response from past Information Requests

Adjournment

This item requires a motion, a second, and to be carried.
Public Comment will be heard before the proposed action.
Proposed Action: Approve adjournment

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Jeff Simbe at 415.255.3642 or jeff.simbe@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/Noriega. 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 may be 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.