



City and County of San Francisco
Shelter Monitoring Committee

**DRAFT MEETING MINUTES
 SHELTER MONITORING COMMITTEE
 POLICY SUBCOMMITTEE MEETING**

**September 29, 2015
 1:00 PM – 2:00 PM
 101 Grove Street
 3rd Floor, Room 302
 San Francisco, CA 94102**

Present:

*Chair Mwangi Mukami
 Committee Member Jonathan Bonato
 Committee Member Matthew Steen*

Excused:

Committee Member Kendra Amick

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

- I. MINUTES** *ACTION*
- A. July 2015 Minutes** **Chair Mukami** *5 min*
 The Committee reviewed the draft July, 2015 Minutes.
Explanatory document- July, 2015, Committee Minutes
No public comment
Proposed Action: Approve July, 2015 Minutes.
M/S/C: Steen/Mukami/Unanimous
July 2015 Minutes Approved

- II. NEW BUSINESS** *DISCUSSION*
- A. Imminent Danger Policy** **Chair Mukami** *20 min*
 The Committee discussed issues related to Imminent Danger policies.
Explanatory documents – Imminent Danger Policy, Imminent Danger DOS Records

Member Steen shared his preliminary observations about the Imminent Danger DOS Records, including the fact that they contained the documents from the original DOS, DOS appeals and arbitration. Member Steen also described how case managers signed off on the DOS’s, the vast majority of cases were not contested or upheld during appeals and that the original list of DOS cases provided by HSA only contained 10 Imminent Danger DOS cases while these documents show that there have been many more that have not yet been accounted for.

Chair Mukami shared his belief that the importance of the Imminent Danger DOS Records comes from the statistics that we would be able to pull from the documentation, such as the number of DOS cases, appeals, and arbitration hearings. Chair Mukami also discussed the importance of coming up with solutions for the problems that are caused by Imminent Danger and his belief that the Policy Subcommittee should start to turn its' focus away from collecting data to creating concrete policy recommendations. Chair Mukami then brought up the idea of having a meeting where clients would be invited to give their perspective on changing the Imminent Danger policy.

Member Bonato gave a summary of the meeting the Shelter Monitoring Committee held with HSA, family shelters and organizations working to prevent domestic violence, including the fact that the consensus from the meeting was that Imminent Danger was a flawed policy that needed to be changed. Member Bonato also brought up the fact that there had been some previous discussion on getting client perspectives on Imminent Danger and how it was important to get buy-in from domestic violence prevention organizations to any recommendations made by the Policy Subcommittee because these groups have not been allowed to give much input or feedback in the past.

Member Steen brought up two potential policy recommendations that he would personally like to see the Policy Subcommittee adopt:

- For HSA to develop a formal Imminent Danger policy so that there can be one uniform policy applied at all of the shelters.
- To change the language in Imminent Danger policies to provide alternatives for victims besides immediate DOS.

The Policy Subcommittee discussed whether a survey or inviting clients to speak at an announced meeting would be most effective in gathering client perspectives on Imminent Danger.

Proposed Action: For Policy Subcommittee members to attend community meetings held at family shelters to administer surveys regarding client experiences/perspectives on Imminent Danger policies.

M/S/C: Bonato/Mukami/Unanimous

Motion to attend community meetings to administer surveys Approved

B. MUNI Token Survey **Chair Mukami** *10 min*

The Committee will discuss results of the ongoing MUNI Token Survey.

Explanatory document – MUNI Token Survey Summary

Member Steen discussed how the topic of HSA and other city departments paying the MTA full price for MUNI tokens came up during the last Shelter Monitoring Committee meeting.

Member Bonato shared his experience with certain medical providers getting frustrated with the token system and how they have adopted a policy of helping disabled clients

acquire MUNI pass. Member Bonato discussed the MUNI program where riders that are older than 65 years old or medically disabled will qualify for free MUNI rides and discounted BART rides, which may be able to alleviate some of the problem with clients being unable to access transportation.

Chair Mukami brought up the idea of attempting to meet with MTA to see if they are open to altering the existing policy of selling MUNI tokens at full price to city departments.

Proposed Action: For the Policy Subcommittee members to write a letter to MTA requesting a meeting to discuss changing the existing policy of selling MUNI Tokens to city departments at full price.

M/S/C: Bonato/Steen/Unanimous

Motion to write a letter to MTA Approved

C. Future Meetings

Chair Mukami brought up the idea of pushing future Policy Subcommittee meetings start times to 4 PM and informed the Subcommittee that he would be extending a formal invitation to Shelter Monitoring Committee Member Bohrer to join the Policy Subcommittee.

Adjournment

No public comment

Proposed Action: Approve adjournment

M/S/C: Mukami/Bonato/Unanimous

Adjournment Approved

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