# City and County of San Francisco

# **Shelter Monitoring Committee**

# DRAFT MINUTES SHELTER MONITORING COMMITTEE POLICY SUBCOMMITTEE MEETING March 09, 2022, Via WebEx 3:00pm – 4:15 pm

**Present:** 

Subcommittee Chair Gabriela Avalos
Subcommittee Member Traci Watson
Subcommittee Member Cris Plunkett

# CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

3 min

Meeting began at 3:06 PM. There was quorum.

I. MINUTES ACTION

A. October, 2021 Minutes Subcommittee Chair Avalos 5 min

The Subcommittee reviewed the draft October 2021 Minutes.

Explanatory document- October 2021 Draft Minutes

No public comment

Proposed Action: Approve October 2021 Draft Minutes

M/S/C: Avalos/Plunkett/Unanimous October Draft Minutes approved

### II. OLD BUSINESS

### **DISCUSSION/ACTION**

NAVIGATION CENTERS Subcommittee Chair Avalos 15 min
The Subcommittee discussed next steps regarding the Standards of Care in Navigation
Centers. The Subcommittee agreed that they would like draft language that could be voted
on in next month's meeting, as well as a calculation showing whether it is now feasible to
assign Members to inspect navigation Centers. Nutrition standards should be met by all
shelters, including Navigation Centers. Meals on Wheels has some ability to accommodate
special dietary needs. The previously approved implementation plan was discussed.

**Public comment:** Kathleen da Silva, RD suggested the word "develop" be changed to "review" in SOC #9. SOC #10 could probably be retained without modifications to encompass all sites. She is working with HSH on menus and would be very willing to present to Members in the future.

**B.** PROPOSED CHANGE TO SOC #21 Subcommittee Chair Avalos 15 min Chair Avalos asked for a list of sites in preparation for site inspections by Members. It was proposed that signage about translation services be posted in the San Francisco threshold languages and that SOC #21 be augmented to call for this.

**Public comment: None** 

Proposed Action: move the new language to the full Committee for their approval

M/S/C: Avalos/Rachowicz/Unanimous

Recommendation to move the question to the full Committee approved

1380 Howard Street, First Floor San Francisco, CA 94103 www.sfgov.org/sheltermonitoring (415) 255.3642 (phone) (415) 255-3629 (fax) shelter.monitoring@sfgov.org

#### **III NEW BUSINESS**

# A. DRAFT RESOLUTION

### **Member Plunkett**

15 min

The Subcommittee discussed the new resolution. He developed this in collaboration with members of the community, e.g., two LHCB Members. The focus is on asking those responsible for counting the unhoused to improve the data on race, encourage participation from a broader set of stakeholders, and to improve equity for people of color.

**Member comment:** Lisa Rachowicz agrees more granular data could be helpful. At the same time, there are challenges. For example, she is uncomfortable, especially having recently participated in the PIT count, with assuming race simply based on observation (usually from a distance). Chair Avalos stated that this is an important subject. She asked Members to review the draft before the next meeting (4/13/22) so that a vote can be taken then.

Public comment: None

## B. WARM SHOWERS Subcommittee Chair Avalos

10 min

During an inspection, staff found that plumbing in the Men's restroom at Sanctuary has a problem that requires that all three showers be turned on in order that hot water flow in any one of them. Standard of Care #3 does not specifically require warm water in showers.

Proposed action: Move that language requiring warm showers go to the full Committee

Public comment: None

M/S/C: Avalos/Plunkett/Unanimous

A proposal will go to the SMC that SOC #3 be revised to require warm water for showers

# C. PUBLIC COMMENT

5 min

Members of the public may address the Committee on items that are within the subject matter jurisdiction of the Committee for up to three minutes. [With respect to an action 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 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. If a concise written summary (up to 150 words) is provided, staff will use this to memorialize the comments.

# **Public comment:**

Member Plunkett suggested adding a discussion to next month's agenda of ways to encourage professional demeanor/comportment by shelter employees. Chair Avalos agrees. This is something Member Watson has advocated, as well.

Chair Avalos requested refresher training on the handling of grievances and expressed appreciation for the work of Janay Washington at HSH who coordinates this. Staff will see whether Members would like to register for this.

Member Rachowicz informed the Subcommittee that there is also ADA training available.

**ADJOURNMENT** 

No public comment

Proposed Action: Approve adjournment M/S/C: Plunkett/Avalos/Unanimous

To obtain copies of the agenda, minutes, or any explanatory documents, please see https://sfgov.org/sheltermonitoring/, or contact staff at 415.255.3642 or shelter.monitoring@sfgov.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 staff at 415.255.3642 or shelter.monitoring@sfgov.org at least two business days before the meeting.

To access 1380 Howard, enter on Howard Street and sign in at Navigation Desk. Take the elevator to 5th floor and proceed to the Reception Desk area who will assist you to Room 515. 1380 Howard 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 forma or other accommodations to the Shelter Monitoring Committee at 415.255.3647. 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 14 Mission.

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 <a href="https://www.sfgov.org">www.sfgov.org</a>.

#### **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.