



City and County of San Francisco  
**Shelter Monitoring Committee**

**FINAL MEETING MINUTES  
 SHELTER MONITORING COMMITTEE  
 July 15, 2015  
 10:00 AM  
 City Hall, Room 408  
 San Francisco, CA 94102**

**Committee Members Present:**

- Chair Nicholas Kimura*
- Committee Member Cindy Ward*
- Committee Member Terezia Bohrer*
- Committee Member Kendra Amick*
- Committee Member Charles Morimoto*
- Committee Member Darcel Jackson*
- Committee Member Jonathan Bonato*
- Committee Member Matthew Steen*
- Committee Member Moses Mukami*

**Committee Members Excused:**

- Committee Member Anakh Sul Rama*

**Committee Members Absent:**

- Committee Member Michael Kirkland*

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

- |            |  |                                  |
|------------|--|----------------------------------|
|            | <b>CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS</b>  | <i>2 min</i>                     |
| <b>I.</b>  | <b>MINUTES</b>   | <i>ACTION</i>                    |
| <b>A.</b>  | <b>June 2015 Minutes</b>   | <b>Chair Kimura</b> <i>5 min</i> |
|            | The Committee reviewed the draft June 2015 Minutes.<br><i>Explanatory document- June 2015, Committee Minutes</i><br><b>No public comment</b><br><i>M/S/C (Bohrer, Steen, Unanimous)</i><br><b>June 2015 minutes approved</b>   |                                  |
| <b>II.</b> | <b>REPORTS</b>   | <i>DISCUSSION</i>                |
| <b>A.</b>  | <b>Mayor’s HOPE Office</b>   | <b>Bevan Dufty</b> <i>10 min</i> |
|            | Bevan Dufty, Director of HOPE, Housing Opportunity, Partnerships and Engagement, provided an update from his office. He discussed the SFGTV Navigation Center video, new training materials for shelter staff on how to work with LGBT clients and the possibility of having a presentation on the Homeless Count at the next SMC meeting. |                                  |

**No public comment**

**B. Shelter Status Reports** **Cindy Ward** *10 min*

**Human Service Agency (HSA) Report**

Committee Member Ward provided an update from the HSA office covering the following reports:

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

**No public comment**

**C. Standard of Care and Staff Report** **Committee Staff** *10 min*

Committee staff reviewed the June 2015, Standard of Care and Staff report.

**No public comment**

**III. PUBLIC COMMENT** **DISCUSSION** *3 min*

*Public comment: Carol Henry spoke about wanting to join the Shelter Monitoring Committee and why she felt that she would be a good fit for the vacant seats.*

**IV. NEW BUSINESS** **DISCUSSION/ACTION**  
**A. Token Survey** **Chair Kimura** *5 min*

The Committee discussed the ongoing results of the token survey and how surveys would be taken until September.

*Explanatory documents: Token Survey Results*

**No public comment**

**B. Hearing and Arbitration Quarterly Analysis Report** **Chair Kimura** *10 min*

Chair Kimura reviewed the Shelter Client Advocate report for January to March of 2015

*Explanatory documents: Hearing and Arbitration Analysis Report*

**C. Policy Subcommittee Update** **Moses Mukami** *10 min*

Committee Member Mukami provided an update on the Subcommittee meeting with Supervisor Tang, HSA and the Domestic Violence Consortium.

**V. INFORMATION REQUESTS** **DISCUSSION**  
**A. Information Requests** **Chair Kimura** *5 min*

Committee Member Steen suggested an information request for the number of people coming in through single adult shelter system for the last fiscal year

**Adjournment**

**No public comment**

*M/S/C (Bohrer/Bonato/Unanimous)*

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