



City and County of San Francisco

Shelter Monitoring Committee

DRAFT MINUTES SHELTER MONITORING COMMITTEE

March 18, 2015

10:00 AM

City Hall, Room 408
San Francisco, CA 94102

Roster:

Chair Nicholas Kimura

Committee Member Cindy Ward

Committee Member Terezia Boeher

Committee Member Kendra Amick

Committee Member Michael Kirkland

Committee Member Charles Morimoto

Committee Member Jonathan Bonato

Committee Member Matthew Steen

Committee Member Moses Mukami

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

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

I. MINUTES

ACTION

A. November 2014 Minutes

Chair Kimura

The Committee reviewed the draft November, 2014 Minutes.

Public Comment will be heard before the proposed action.

m/s/c (Ward/Steen/Unanimous)

Approved Minutes with edits

No public comment

II. REPORTS

DISCUSSION

A. Mayor's HOPE Office

Bevan Dufty

This item was tabled until the next meeting.

B. Shelter Status Reports

Cindy Ward

Human Services Agency (HSA) Report

The Committee reviewed the HSA Shelter Status Reports.

No public comment

C. Hearing and Arbitration

Chair Kimura

Quarterly Analysis Report

Chair Kimura reviewed the Shelter Client Advocate report for October to December of 2014.

No public comment

- D. Standard of Care Report** **Committee Staff**
Committee staff reviewed the November, 2014, Standard of Care report.
No public comment

- III. PUBLIC COMMENT** **DISCUSSION**
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. Token Survey** **Chair Kimura**
The Committee discussed the goals, procedure, and timeline of the proposed token survey. The Committee agreed to implement the survey for a 6-week period.
Public comment: Kim Armbruster reiterated how the SFMTA does not need to make a material investment or incur costs by giving more MUNI tokens to the shelter system, as the buses run regardless.

- B. Bethel AME Letter** **Chair Kimura**
The Committee approved a letter with edits thanking the City and Providence Foundation for their extension of the Bethel AME Women's Winter Shelter.
m/s/c (Steen/Boeher/Unanimous)

- C. Imminent Danger Policy** **Chair Kimura**
The Committee discussed the Imminent Danger policy and agreed to take the appropriate action steps to meet

- D. Policy and Legislative Efforts for 2015** **Chair Kimura**
The Committee will discuss future goals for policy and legislation affecting the Committee and shelter users.

- V. INFORMATION REQUESTS** **DISCUSSION**

- A. Information Requests** **Chair Kimura**
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

- B. Staff Report** **Committee Staff**
Committee staff reviewed the November, 2014, staff report.

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 Shelter Monitoring Committee

18DEC13

Page 3 of 4

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.