



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

**MINUTES (DRAFT)**  
**SHELTER MONITORING COMMITTEE**  
**POLICY SUBCOMMITTEE MEETING**  
**October 18, 2021 5:00 – 6:00 PM**  
**Via WebEx**

**Present:**

*Subcommittee Chair Gabriela Avalos*  
*Subcommittee Member Brian Edwards*  
*Subcommittee Member David Harris*  
*Subcommittee Member Lisa Rachowicz*

*Subcommittee Member Cris Plunkett*

**Absent:**

*Subcommittee Member Traci Watson*

**CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS** *5 min*  
 Meeting began at 5:08 PM. There was a 5/6 quorum.

**I. MINUTES** *ACTION*  
**A. August 26, 2019 Minutes** **Subcommittee Chair Avalos** *5 min*  
 The Subcommittee approved the draft August 26, 2019 Minutes.

**II. OLD BUSINESS** *DISCUSSION/ACTION*  
**A. NAVIGATION CENTERS** **Subcommittee Chair Avalos** *30 min*  
 The Subcommittee discussed next steps regarding the proposal to formally request that Navigation Centers be added to the SMC’s mandate, and specifically whether the proposed Standards of Care (SOC) that Navigation Centers would be held to should be moved to the full SMC for consideration.

There was general agreement that adding the Navigation Centers, using the previously approved [implementation plan](#) as a road map, would be pursued. However, members expressed concern that circumstances may have changed since the [proposed SOCs](#) for Nav Centers—the same as those used to assess congregate and family shelters except leaving out Standards 9, 10, 19, 29, and 32—were developed. Those related to food and nutrition seem inapplicable since food at Nav Centers is prepared by Meals on Wheels. However, the removal of spacing standards, and the inclusion of the denial-of-service standard (SOC #24), raised questions. It was agreed that this draft document needs to be considered more closely before voting to recommend it to the full SMC.

**Public Comment: There was no public comment.**

**B. CHANGE TO SOC #21** **Subcommittee Chair Avalos** *5 min*  
 The Subcommittee approved the motion that SOC #21 be augmented (to require notice be posted at all shelters in the threshold languages to the effect that translation services are available) should be moved to the full SMC for a vote.  
**Public Comment: No public comments.**

### III. NEW BUSINESS

### DISCUSSION/ACTION

#### A. SUBCOMMITTEE QUORUM Subcommittee Chair Avalos 10 min

The Subcommittee voted to recommend that the full SMC vote to set the quorum of the Policy Subcommittee to 50% of its six Members, to minimize the chances that the subcommittee will frequently lack a quorum at meetings.

**Public Comment: No public comment.**

#### B. SMC MANDATE Subcommittee Chair Avalos 10 min

The Subcommittee voted to recommend to the full SMC that it vote to petition the Board of Supervisors to extend the SMC's mandate for another five years (at least), beyond the current sunset date of July 1, 2022.

**Public Comment: No public comment.**

### IV. PUBLIC COMMENT

### DISCUSSION

5 min

Members of the public may address the Subcommittee on items of interest to the public, that are within the jurisdiction of the Subcommittee, for up to 3 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 Subcommittee for up to 2 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 1 minute at the time such item is called. Members of the public may only speak once per agenda item. Those who comment may submit a summary of their remarks, up to 150 words long, to Committee staff to aid in the completion of Minutes. This should be done immediately after the end of the meeting.

**Public Comment:** Allegra Fortunati very briefly shared recent findings of the *SF Aging Advisory Council Ad Hoc Committee on Senior and Disabled Homeless*. More training for shelter staff on ageism, recognizing dementia, and equity should be promoted. A *Master Plan for Aging Regional Forum* is being presented October 26th on "Ending Homelessness Among Seniors and People with Disabilities." Those interested may register to attend at <https://sfcommunityliving.org/event/mpa21/>.

**Member Comment:** Member Harris raised two concerns that might be added to the SMC's agenda in the future: (1) Protecting the unhoused from having their belongings stolen, including life-saving medication; and (2) creating a more trauma-informed shelter system. Addressing these issues could have a high impact on the community. Staff pointed out that SOC's do call for storage, but not locks. Perhaps it would be reasonable to require locks. DPH nurses in some cases assist with storage and distribution of medications. Member Edwards reports that in his experience the dispensation of medications presents complex challenges.

### ADJOURNMENT

**The meeting adjourned at 6:20 PM**

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San Francisco, CA 94102-4689  
Phone 415.554.7724  
Fax 415.554.7854  
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