



City and County of San Francisco
Shelter Monitoring Committee

AGENDA
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
May 11, 2022 3:00 – 4:15 PM
Via WebEx

Roster:

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

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS *5 min*
 SMC Policy Subcommittee meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend. **Public comments will be taken for each agenda item as indicated.**

I. MINUTES *DISCUSSION/ACTION*
March 2022 Minutes **Subcommittee Chair Avalos** *5 min*
 The Subcommittee will review and vote on whether to approve draft Minutes.
Explanatory document – April 13, 2022 Draft Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Vote to approve Subcommittee Minutes.

II. OLD BUSINESS *DISCUSSION/ACTION*
A. TRAINING FOR SHELTER STAFF **Member Watson** *10 min*

The Subcommittee will discuss ways to promote professionalism of shelter staff and consider what proposals would be appropriate for the full Committee to consider.
Public Comment will be heard before any proposed action.

B. NAVIGATION CENTER INSPECTIONS **Subcommittee Chair Avalos** *5 min*
 The Subcommittee will discuss what if anything to recommend to the full Committee as preparations are made to consider inspections of Navigation Centers.
Public Comment will be heard before any proposed action.

III. NEW BUSINESS *DISCUSSION/ACTION*
A. REPEAT COMPLAINTS/INFRACTIONS **Subcommittee Chair Avalos** *10 min*
 Prior to the pandemic, the Subcommittee discussed procedures for addressing issues that repeatedly come up in client complaints or during site visits.

Committee notify the Committee and HSH of any re-occurring infractions, but it is not a formal policy.

Explanatory document- Site Visit and Client Complaint flowcharts

Public Comment will be heard before any proposed action.

Proposed Action: *Recommend that SMC update Policies and Procedures to require Committee staff to notify SMC and HSH whenever a program receive the same Standard of Care infraction three visits in a row.*

B. AGENDA SETTING FOR FUTURE MEETINGS *DISCUSSION* *10 min*
MEMBERS

Members may suggest items for future action or discussion, including goals and objectives for the 2022-2023 fiscal year.

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.

V. ADJOURNMENT

This item requires a motion, a second, and to be carried.

Proposed Action: Approve adjournment

Meeting Access Information

Cisco WebEx → <https://sfdph.webex.com/sfdph/onstage/g.php?MTID=e8ce59f87c5cc47d975d4bcfbfacdefe2>

Join by phone at **(415) 655-0003** (Wednesday, 5/11/22 at 3:00 PM)

Meeting ID number/access code: **2455 452 9764**

Meeting password: **SMC22**

To obtain copies of the agenda, minutes, or any explanatory documents, please 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.

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 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.