



City and County of San Francisco
Shelter Monitoring Committee

DRAFT MINUTES
SHELTER MONITORING COMMITTEE
December 14, 2011
10:00 AM
City Hall, Room 408
San Francisco, CA 94102

Members Present:

Chair Elizabeth Ancker
Vice Chair Matt Luton
Committee Member Will Daley
Committee Member Ramon Lacayo III
Committee Member Simon Martinez
Committee Member Debi Mui-se-**late**
Committee Member Maxine Pauson-**late**
Committee Member Reginald Upshaw
Committee Member Cindy Ward

Members Absent:

Committee Member Judy Kerns

Members Excused:

Committee Member David Nakanishi

I. MINUTES

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

Approved: November 16, 2011 Minutes

No public comment

II. REPORTS

A. Shelter Status Report

Committee Member Cindy Ward reviewed the vacancy data for the shelters. The average occupancy rate for the single adult shelters in November was 96%. The highest number of families using the Bethel Winter Shelter were 33 individuals. There are currently 253 families on the Connecting Point Waiting List for family shelter.

No public comment.

B. Standard of Care Report

Committee staff Bernice Casey reviewed the type of complaints and complaints by site.

Chair Elizabeth Ancker requested that ongoing data is presented in table format instead of graphs.

No public comment.

III. PUBLIC COMMENT

No public comment.

IV. NEW BUSINESS

A. 2012 Meeting Calendar

The Committee reviewed the 2012 meeting calendar.

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

Approved: 2012 Meeting Calendar

B. Nominations of Officers

Chair Elizabeth Ancker was nominated for the position of Chair. Vice Chair Matt Luton was nominated for the position of Vice Chair. Committee Member Ramon Lacayo was nominated for the position of Secretary. Officer elections will take place at the January 18, 2102 meeting.

Committee Member Simon Martinez said that he thought Committee Member Lacayo would do a good job.

Public Comment.

Briana Moore applauded the work of the current officers.

C. Quarterly Report

The Committee reviewed the First Quarterly Report of 2011-2012 and made needed changes and edits.

m/s/c (Ancker/Muise/Unanimous)

Approved: Amended Quarterly Report

No public comment.

D. Women's 24-hour Drop-In Center

The Committee reviewed draft letter to the Department of Public Health requesting that the services currently offered at Oshun for families, including single-father families, are maintained during any contract transition.

m/s/c (Ancker/Upshaw/Unanimous)

Approved: Amended Oshun letter

No public comment.

E. Committee Identification Badges

Committee Member Lacayo requested that the Committee obtain identification that identifies them as individual agency and not in association with other City and County agencies. Committee staff was directed to follow up with Board of Supervisors in the

new year to ask how Committee Members could obtain City and County issued identification as opposed to the current identification issued by the Human Services Agency.

No public comment.

V. INFORMATION REQUESTS

A. Staff Report

The Committee reviewed the December 2011 staff report.

No public comment.

B. Information Requests

There were no Information Requests.

No public comment.

Adjournment

m/s/c (Upshaw/Daley/Unanimous)

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Chris Rustom, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
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San Francisco, CA 94102-4689
Phone 415.554.7724
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