

Date: Sept. 22, 2009

Item No. 17 & 18
File No. 09052

SUNSHINE ORDINANCE TASK FORCE

AGENDA PACKET CONTENTS LIST*

- Charles Pitts against the Shelter Monitoring Committee**
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Completed by: Chris Rustom

Date: Sept. 16, 2009

***This list reflects the explanatory documents provided**

~ Late Agenda Items (documents received too late for distribution to the Task Force Members)

** The document this form replaces exceeds 25 pages and will therefore not be copied for the packet. The original document is in the file kept by the Administrator, and may be viewed in its entirety by the Task Force, or any member of the public upon request at City Hall, Room 244.



SUNSHINE ORDINANCE TASK FORCE
 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102
 Tel. (415) 554-7724; Fax (415) 554-7854
<http://www.sfgov.org/sunshine>

SUNSHINE ORDINANCE COMPLAINT

RECEIVED
 BOARD OF SUPERVISORS
 SAN FRANCISCO
 2009 SEP -2 PM 3:09
 BY LD

Complaint against which Department or Commission Staff from entering committee

Name of individual contacted at Department or Commission Quinton Meese

Alleged violation public records access
 Alleged violation of public meeting. Date of meeting September 2/09

Sunshine Ordinance Section _____
 (If known, please cite specific provision(s) being violated)

Please describe alleged violation. Use additional paper if needed. Please attach any relevant documentation supporting your complaint.

VIOLATION OF AGENDA
DID NOT ALLOW FOR PUBLIC COMMENT

Do you want a public hearing before the Sunshine Ordinance Task Force? yes no
 Do you also want a pre-hearing conference before the Complaint Committee? yes no

(Optional)¹
 Name C. HANKS PITHS Address _____

Telephone No. 1-415-368-2324 E-Mail Address PAKASAWA@YAHOO.COM

Date _____ Signature _____

I request confidentiality of my personal information. yes no

¹ NOTICE: PERSONAL INFORMATION THAT YOU PROVIDE MAY BE SUBJECT TO DISCLOSURE UNDER THE CALIFORNIA PUBLIC RECORDS ACT AND THE SUNSHINE ORDINANCE, EXCEPT WHEN CONFIDENTIALITY IS SPECIFICALLY REQUESTED. YOU MAY LIST YOUR BUSINESS/OFFICE ADDRESS, TELEPHONE NUMBER AND E-MAIL ADDRESS IN LIEU OF YOUR HOME ADDRESS OR OTHER PERSONAL CONTACT INFORMATION. Complainants can be anonymous as long as the complainant provides a reliable means of contact with the SOTF (Phone number, fax number, or e-mail address).



City and County of San Francisco
Shelter Monitoring Committee

AGENDA
SHELTER MONITORING COMMITTEE
Wednesday, September 2, 2009
10:00 AM
City Hall, Room 408
San Francisco, CA 94102

Roster:

- | | |
|---|---|
| <i>Chair Quintin Mecke</i> | <i>Vice Chair Henry Belton</i> |
| <i>Secretary Aram Hauslaib</i> | <i>Committee Member Anthony Beliso</i> |
| <i>Committee Member Diana Greer</i> | <i>Committee Member Elihu Hernandez</i> |
| <i>Committee Member Rita Lark</i> | <i>Committee Member David Nakanishi</i> |
| <i>Committee Member Maxine Pauson</i> | <i>Committee Member Ramses Teon-Nichols</i> |
| <i>Committee Member Amanda Thompson</i> | <i>Committee Member Cindy Ward</i> |

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


- | | | |
|------------|--|---------------|
| | CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS | <i>2 min</i> |
| I. | MINUTES <i>ACTION</i> | <i>5 min</i> |
| | <i>Explanatory document- August 5, 2009 Committee Minutes</i> | |
| | Public Comment will be heard before the proposed action. | |
| | <i>Proposed Action: Approve Minutes.</i> | |
| II. | REPORTS <i>DISCUSSION</i> | |
| A. | Department of Public Health (DPH) David Nakanishi | <i>15 min</i> |
| | • SOC Investigation Update | |
| | <i>Explanatory document-Status of SOC Investigations</i> | |
| B. | Shelter Status Report HSA Representative | <i>20 min</i> |
| | Shelter Advocate | |
| | • Shelter Vacancy Report-Single Adult | |
| | • Shelter Turn Away Report-Family Shelter-Hamilton Emergency | |
| | • Family Waiting List-Connecting Point | |
| | • Denial of Service Report & Hearings-Shelter Advocates | |
| | <i>Explanatory documents-vacancy reports, turn-away reports, waiting list, and denial of service reports</i> | |
| C. | Standard of Care (SOC) Quintin Mecke | <i>15 min</i> |
| | • SOC Overview | |
| | <i>Explanatory documents- SOC Overview</i> | |

III. PUBLIC COMMENT *DISCUSSION* 3 min

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. Members of the public may only speak once per agenda item due to time constraints.

IV. NEW BUSINESS *DISCUSSION/ACTION*

A. The Runaround Report **Jennifer Friedenbach** 30 min



Executive Director of the Coalition of Homelessness Jennifer Friedenbach will review the Coalition's most recent report which is analysis of the shelter access system in San Francisco

Public Comment will be heard before the proposed action.

Proposed Action: Approve next steps

B. Quarterly Report **Quintin Mecke** 30 min

The Committee will review the September 2, 2009 Quarterly Report and make any needed edits or changes.

Public Comment will be heard before the proposed action.

Proposed Action: Approve draft Quarterly Report

V. INFORMATION REQUESTS *DISCUSSION*

A. Staff Report **Bernice Casey** 15 min

Ms. Casey will provide a monthly staff report to the Committee which includes an information report on requests made by the Committee at previous meetings.

Explanatory documents-September 2009 Staff Report

B. Information Requests **Quintin Mecke** 15 min

The Committee will review the Information Request items put forward during the meeting and request a report back at the October 2009 Committee meeting.

C. Announcements **Quintin Mecke** 5 min

Committee Members will use this time to make announcements.

ADJOURNMENT

ACTION

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Bernice Casey at 415.255.3653 or Bernice.casey@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 Bernice Casey at 415.255.3642 or Bernice.casey@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.

Shelter Monitoring Committee

02SEP09

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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/Noreiga. 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 maybe 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:**

Frank Darby, Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone 415.554.7724
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E-mail softf@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.