



City and County of San Francisco
SHELTER MONITORING COMMITTEE

MEETING MINUTES [DRAFT]

Wednesday, September 21, 2022 | 10:00 AM
Via WebEx

Present: Vice Chair Diana Almanza
Committee Secretary Cris Plunkett
Committee Member Steven Clark
Committee Member Britt Creech
Committee Member Belinda Dobbs
Committee Member Tomiko Eya
Committee Member Melanie Muasau

Committee Member Lisa Rachowicz
Note: Member Rachowicz departed at 10:30AM
Committee Member Kaleese Street
Excused:
Committee Member Joaquin Remora
Committee Member Traci Watson

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.

PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTIONS

I. **CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS** 3 min

Meeting began at 10:03 AM. There was a quorum. We regret to report that Chair Jonathan Adler resigned from his seat effective today, September 21, 20 22. Additionally, Member Rachowicz is unable to stay past 10:30 AM.

There was a motion to move Item III.D. to the top of the agenda

M/S/C: Almanza/Creech/Unanimous

The motion was approved.

MINUTES

AUGUST 2022 MINUTES

The Committee voted to approve last month’s minutes.

No public comment

M/S/C: Plunkett/Creech/Unanimous – **Minutes approved**

DISCUSSION/ ACTION

MEMBERS & STAFF 3 min

III. A. **DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING** *DISCUSSION*

HSH 15 min

Per Member Rachowicz, shelter capacity is being reinflated towards pre-COVID levels. New congregate sites have been added to the list: *711 Post* (aka the Ansonia Hotel, which could eventually house 250), *A Woman’s Place* and *Dolores*. Intakes at *MSC-South* are paused for pest treatment. Starting October, they will, along with *Next Door*, be getting [CAAP](#) beds. *Baldwin* is a non-congregate SRO Navigation Center. *Embarcadero* has begun reinflating; capacity will be 200 by year end. Operations are winding down at the Good Hotel and most guests will move to the *Monarch*. *Civic Center* is closing. Family shelter capacity refers to rooms, except at *BVHM* and *Hamilton Family Emergency*, where it is measured by guests. Alternative Shelter Programs (*Gough Cabins* and *Pier 94*) capacity is also based on units. *Hospitality House* will be men only. Its opening date is dependent on contract negotiations.

Explanatory documents – [Vacancy Report](#)

Member comment: Member Creech wondered what the plan is for handling the closure of SIP sites. HSH is working to provide permanent supportive housing. Some may be placed (temporarily) at the Baldwin. Member Watson asked about the Monarch, and about pets. Member Rachowicz confirmed that all sites allow animals.

Public comment: None

II. OLD BUSINESS/REPORTS

DISCUSSION/ ACTION

A. PROPOSED RESOLUTION – TELECONFERENCED MEETINGS

ACTION

ACTING CHAIR ALMANZA 3 min

The Committee has been advised by the City Attorney’s office to formally approve holding its meetings via teleconference. A resolution drafted by them was reviewed.

Proposed Action: Approve resolution

M/S/C: Plunkett/Dobbs/passed by a majority

The resolution was approved.

B. UPDATE ON SOC #29

DISCUSSION

Subcommittee CHAIR PLUNKETT 7 min

The Subcommittee recommends no changes to SOC #29 (which states that reservations must be for a minimum of seven nights) at this time. The City Attorney has not responded to the question we submitted; however, HSH says this SOC is still relevant, especially in relation to the provision of shelter for CAAP participants.

Public Comment: None.

Proposed Action: Let City Attorney know we resolved our questions about SOC #29.

M/S/C: Plunkett/Unidentified Member/Unanimous – **The motion passed.**

III. NEW BUSINESS/REPORTS

A. POLICY SUBCOMMITTEE – CHAIR’S SUMMARY

DISCUSSION

5 min

SUBCOMMITTEE CHAIR

The Subcommittee discussed training for shelter staff, which SOCs if any still warrant changing, inspections scheduling, a “winter break,” and wording for the change in inspections frequency.

B. PROPOSAL TO CHANGE INSPECTIONS FREQUENCY

DISCUSSION

10 min

SUBCOMMITTEE CHAIR

It makes sense to consider reducing the frequency of inspections for shelters that have relatively few complaints and findings during inspections, so amending AC §20.304.

Member Comment: Member Creech clarified this change is in connection with preparation to take on the monitoring of Navigation Centers.

Public Comment: None

Proposed Action: Approve subject to specific language to be agreed upon next month.

M/S/C: Plunkett/Dobbs/Unanimous

C. PROPOSAL TO SUSPEND MEETINGS IN DECEMBER

DISCUSSION/ACTION

Subcommittee CHAIR PLUNKETT

5 min

The Subcommittee recommends a “winter break.”

Public Comment: None

Proposed Action: Approve a suspension of meetings in December.

M/S/C: Eya/Creech/Unanimous

D. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING

Member Rachowicz provided HSH’s report earlier in the meeting due to a scheduling conflict. See above.

E. DEPARTMENT OF PUBLIC HEALTH *DISCUSSION* 15 min
DPH STAFF

Staff went over the Standard of Care report. Acting Chair asked staff to be sure to provide the SOC report to Members in advance of the meeting. Proposed changes to SOC’s 3, 9, 19, 21, and 32 are ready to be put to the Board of Supervisors for approval, along with the change in requirements for Seat 1. It is time to nominate officers next month for the 2023 (calendar-year) terms. Nominations will be accepted next month, with candidate statements in November.

Public comment: None

IV. AGENDA SETTING FOR FUTURE MEETINGS *DISCUSSION* 5 min

Narrow down nominations and the schedule for selection of officers, i.e., should the vote be in November or subsequent? Members Clark and Muasau requested to discuss on-site mental health at shelters. Member Creech urged that Members schedule a retreat where the Committee could consider ways to increase effectiveness and accountability. Members Street and Almanza voiced approval of this idea.

Public comment: None.

V. PUBLIC COMMENT *DISCUSSION* 3 min

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Public comment: None.

ADJOURNMENT

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

Proposed Action: Approve adjournment

M/S/C: Rachowicz/Dobbs/Unanimous

Meeting adjourned at 11:33 AM

Action Item	Assigned To
Prepare report on bicycle storage.	Member Rachowicz

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City Hall, Room 244
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Phone 415.554.7724
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