

# **Homelessness Oversight Commission (HOC) Advisory Body**

## **Seat Roles and Responsibilities**

### **LOCAL HOMELESS COORDINATING BOARD (LHCB):**

#### **Purpose:**

The Local Homeless Coordinating Board (LHCB) is the lead entity for the San Francisco Continuum of Care. It works to ensure a unified homeless strategy that is supported by the Mayor, the Board of Supervisors, City departments, nonprofit agencies, people who are homeless or formerly homeless and the community at large. The LHCB serves as an advisory body to the Department of Homelessness and Supportive Housing. All efforts are aimed at permanent solutions, and the range of services is designed to meet the unique and complex needs of individuals who are threatened with or currently experiencing homelessness.

#### **LHCB-Seat requirements:**

**Seat 1** shall be held by a homeless or formerly homeless person.

**Seats 2 through 11** shall be held by people who represent relevant organizations or projects serving one or more homeless subpopulations in San Francisco, as the terms “relevant organizations” and “homeless subpopulations” are used in 42 C.F.R. Section 578.5(b), as it may be amended from time to time. For purposes of this subsection (b) regarding Seats 2 through 11, any Board member may represent the interests of more than one relevant organization or homeless subpopulation.(c) When appointing members to the Coordinating Board, the Commission shall strive to ensure that the Coordinating Board represents a broad diversity of the relevant organizations and homeless subpopulations defined in subsection (b). The Department of Homelessness and Supportive Housing shall maintain on its website a list of all of the categories of relevant organizations and homeless subpopulations defined by federal law and regulations or used by the U.S. Department of Housing and Urban Development (“HUD”) in its Continuum of Care Application and shall provide such list to the Commission before appointment of a new member to a vacant seat. At the time of appointment, the Commission shall identify the relevant organization or homeless subpopulation(s) represented by the appointee. (d) Members of the Coordinating Board may not serve on any other City body that advises on issues relating to homelessness, including but not limited to the Commission, Shelter Monitoring Committee, and Shelter Grievance Advisory Committee, during their term(s) on the Coordinating Board.

**LHCB/HSB Manager, Charles Minor**

#### **Seat Availability:**

## **11-Seats**

## **2-Vacancies**

### **Current members:**

#### **Seat 1 Vacant**

Asim Brooks/Seat 2/ShelterTech

Dr. Megan Rohrer/ Seat 3 **Glide**

Jason Dewes/Seat 4/3<sup>rd</sup> Street Youth

Cedric Akbar/Seat 5 **Westside Community Services Reentry Navigation/Crisis Center**

Solange Cuba/Seat 6 **Coalition on Homelessness Employee**

Yves Augustin/Seat 7

#### **Seat 8 Vacant**

Danielle McVay/Seat 9

Maxine Jones/Seat 10/Tenant Association

Margaret McNulty/Seat 11

### **SEC. 5.31-3. ORGANIZATION AND TERMS OF OFFICE.**

(a) Each member of the Coordinating Board shall serve at the pleasure of the Commission for a term of four years, except as qualified in subsections (a)(2) and (a)(4).

(1) The term of office for each of the seats on the Coordinating Board appointed by the Commission shall commence on July 1, 2023, at noon.

(2) To provide for staggered terms, the members appointed to Seats 2, 4, 6, and 8 shall serve for an initial term of two years starting at noon on July 1, 2023 and ending at noon on July 1, 2025; thereafter the term for Seats 2, 4, 6, and 8 shall be a four-year term, with the first such term starting on July 1, 2025 at noon. The members appointed to Seats 1, 3, 5, 7, and 9 shall serve for an initial term of four years starting at noon on July 1, 2023 and ending at noon on July 1, 2027, with the next four-year term starting at that time.

(3) If the Commission does not appoint a member to a seat prior to the commencement of the term on July 1, 2023, the member of the Coordinating Board in that respective seat shall remain as a holdover in the seat until the Commission appoints a member to the seat; provided, however, that the holdover member serves at the pleasure of the Commission.

(4) Notwithstanding subsection (a)(1), the Commission has discretion to appoint members to seats on the Coordinating Board prior to July 1, 2023, to serve on the Coordinating Board for whatever time remains between such appointment and July 1, 2023, at noon.

(5) Members of the Coordinating Board who are seated as of July 1, 2023 prior to the commencement of the term at noon, may be appointed by the Commission for that term provided they meet the qualifications for the seat to which the Commission appoints them.

(b) If a vacancy occurs in any seat on the Coordinating Board, the Commission shall appoint a successor to that seat, to complete the remainder of the term of the vacated seat.

(c) Members of the Coordinating Board shall receive no compensation.

(d) Any member who misses three regular meetings of the Coordinating Board without the express approval of the Coordinating Board at or before each missed meeting shall be deemed

to have resigned from the Coordinating Board 10 days after the third unapproved absence. The Coordinating Board shall inform the Commission of the resignation.

**SHELTER MONITORING COMMITTEE (SMC)**

**Purpose:**

The purpose of the Committee is to provide the Mayor, the Board of Supervisors, the Commission, the public, and any other appropriate agency with accurate, comprehensive information about the conditions in and operations of shelters covered by this Article XII, as well as City policies in place that affect operations of shelters or their impact on shelter clients.

**SMC seat requirements:**

**Seat 1** shall be held by a person who is homeless or formerly homeless, and who is living or has lived with the person’s homeless child under the age of 18.

**Seat 2** shall be held by a person who is homeless or has been homeless within the three years prior to being appointed to the Committee, and who has a disability.

**Seats 3 and 4** shall be held by persons with experience providing direct services to homeless people through a community setting.

**Seat 5** shall be held by a person nominated by one or more community agencies that provide behavioral health, housing placement, or other services to homeless people.

**Seat 6** shall be held by a person who is homeless or formerly homeless, and who has been nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people.

**Seats 7 and 8** shall be held by persons nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people.

**Seats 9 and 10** shall be held by persons who are homeless or formerly homeless, and who have experience providing direct services to homeless people through a community setting.

**Seat 11** shall be held by a person who is homeless or formerly homeless, and who has been nominated by one or more community agencies that provide behavioral health, housing placement, or other services to homeless people.

**Seat 12** shall be held by an employee of the Department of Public Health.

**SMC/Robert Hill (HSH Analyst) and Marion McFarlin (HSH Health Worker IV)**

**Seat availability:**

**12-Seats**

**3-Vacancies**

**Current members:**

**Seat 1** – Joe Tasby

**Seat 2** – Molly Bodkin

**Seat 3** - Britt Creech Term Jul 18, 2022, to Apr 17, 2024

**Seat 4 - Vacant**

**Seat 5** – Zao Illo

**Seat 6** – Salvador Barr Term August 07, 2025 to September 01, 2027

**Seat 7** – Isaac Langford Term September 25, to August 1, 2027

**Seat 8** - Steven Clark Term Jun 06, 2022, to Jul 01, 2024

**Seat 9** - Kaleese Street Term Jun 06, 2022, to Apr 17, 2024

**Seat 10** -Melanie Muasau Term Jun 06, 2022, to Jul 01, 2024

**Seat 11** -Belinda Dobbs Term Jun 28, 2022, to Apr 17, 2024

**Seat 12 –Vacant**

### **SEC. 20.306. TERMS OF OFFICE.**

(a) **Continuing Membership on the Committee.** Members of the Committee seated as of the effective date of the ordinance in Board File No. \_\_\_\_\_ shall by operation of law remain members of the Committee for one year from the effective date of said ordinance. New terms for members of the Committee shall commence on that date, and the Commission shall make appointments to the Committee for those terms in accordance with Section 20.305. Members of the Committee seated as of that date shall be eligible for reappointment to the Committee by the Commission.

(b) To provide for staggered terms, the members appointed to Seats, 2, 4, 6, 8, 10, and 12 shall serve for an initial term of one year; thereafter the term for Seats, 2, 4, 6, 8, 10, and 12 shall be a two-year term. The members appointed to Seats 1, 3, 5, 7, 9, 11, and 13 shall serve for an initial term of two years.

(c) In the event that a vacancy occurs during the term of office of any Committee member, a successor shall be appointed by the Commission to complete the expired term of office.

**Seat 1** shall be held by a homeless or formerly homeless person.

**Seats 2 through 11** shall be held by people who represent relevant organizations or projects serving one or more homeless subpopulations in San Francisco, as the terms “relevant organizations” and “homeless subpopulations” are used in 42 C.F.R. Section 578.5(b), as it may be amended from time to time. For purposes of this subsection (b) regarding Seats 2 through 11, any Board member may represent the interests of more than one relevant organization or homeless subpopulation.(c) When appointing members to the Coordinating Board, the Commission shall strive to ensure that the Coordinating Board represents a broad diversity of the relevant organizations and homeless subpopulations defined in subsection (b). The Department of Homelessness and Supportive Housing shall maintain on its website a list of all of the categories of relevant organizations and homeless subpopulations defined by federal law and regulations or used by the U.S. Department of Housing and Urban Development (“HUD”) in its Continuum of Care Application and shall provide such list to the Commission before appointment of a new member to a vacant seat. At the time of appointment, the Commission

shall identify the relevant organization or homeless subpopulation(s) represented by the appointee. (d) Members of the Coordinating Board may not serve on any other City body that advises on issues relating to homelessness, including but not limited to the Commission, Shelter Monitoring Committee, and Shelter Grievance Advisory Committee, during their term(s) on the Coordinating Board.

### **SHELTER GRIEVANCE ADVISORY COMMITTEE (SGAC)**

#### **Purpose:**

The Shelter Grievance Advisory Committee is an independent 13-member oversight committee composed of representatives from advocates, shelter providers, consumers, city agencies, and the community. This committee has the authority to oversee the grievance process and make recommendations for improvements to the shelter system. The Advisory Committee may also review grievance-related policies and operations of the shelters and where appropriate make recommendations for improvement to the Department of Homelessness and Supportive Housing.

#### **Seat requirements:**

**Seats 1 through 4** shall each be held by a current or previous consumer of City temporary shelter services in one or more of the following temporary shelter service categories: family shelters, youth shelters, single adult shelters, navigation centers, transitional housing, or alternative shelter services (including, by way of example but not limitation, safe sleeping sites or recreational vehicle (RV) sites).

**Seats 5 through 8** shall each be held by persons who represent organizations or projects providing one or more of the following shelter services in the City: family shelters, youth shelters, single adult shelters, navigation centers, transitional housing, or alternative shelter services (including, by way of example but not limitation, safe sleeping sites, or recreational vehicle (RV) sites).

**Seat 9** shall be held by <sup>1</sup>person who represents an organization or project providing shelter client advocate services in the City.

**Seat 10** shall be held by a person serving as arbitrator of shelter grievances under the Shelter Grievance Policy, as described in [Article XVIII](#) of [Chapter 20](#) of the Administrative Code.

**Seats 11 and 12** shall be held by any City resident with a demonstrated commitment to temporary shelter services.

**Seat 13** shall be held by an employee of the Department of Public Health.

Members of the Grievance Committee may not serve on any other City body that advises on issues relating to homelessness, including but not limited to the Commission, Shelter Monitoring Committee, and Local Homeless Coordinating Board, during their term(s) on the Grievance Committee.

**SGAC/HSB Staff, Namon Little**

**Seat availability:**

**13-Seats**

**6-Vacancies**

**Current members:**

**Seat 1-Lia Paradiso**

**Seat 2-Vacant**

**Seat 3-Vacant**

**Seat 4-Mercedez Lomeli**

**Seat 5-Vacant**

**Seat 6-Azeen ZiaEbrahimi**

**Seat 7-Vacant**

**Seat 8-Megan Phalon**

**Seat 9-Vacant**

**Seat 10-Gabriel Bellman**

**Seat 11-Javier Santiago Bremond**

**Seat 12-Vacant**

**Seat 13-Kate Shuton**

**SEC. 5.36-3. ORGANIZATION AND TERMS OF OFFICE.**

(a) Each member in Seats 1 through 12 shall serve at the pleasure of the member's appointing authority for a term of four years, except as qualified in subsection (h)(2) of Section 5.36-2.

(b) If a vacancy occurs in Seats 1 through 12 on the Grievance Committee, the appointing authority for the vacated seat shall appoint a successor to that seat, to complete the remainder of the term of the vacated seat.

(c) Any member in Seats 1 through 12 who misses three regular meetings of the Grievance Committee without the express approval of the Grievance Committee at or before each missed meeting shall be deemed to have resigned from the Grievance Committee 10 days after the third unapproved absence.

The Grievance Committee shall inform the appointing authority of the resignation.

(d) Members of the Grievance Committee shall receive no compensation from the City, except that a City employee appointed to Seat 13 shall receive compensation from the City as an employee, because work on the Grievance Committee shall be considered part of the employee's work for the City.

(e) The Department of Homelessness and Supportive Housing (the "Department") shall provide administrative support for the Grievance Committee.