



City and County of San Francisco
 SHELTER MONITORING COMMITTEE

AGENDA

September 18, 2024 | 10:00 AM
City Hall, Room 408 | San Francisco, CA 94102

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| <i>Roster: Chair Diana Almanza</i> | <i>Committee Member Belinda Dobbs</i> |
| <i>Vice Chair Britt Creech</i> | <i>Committee Member Traci Watson</i> |
| <i>Committee Secretary Angie David</i> | <i>Committee Member Melanie Muasau</i> |
| <i>Committee Member C-J Ross</i> | <i>Committee Member Zae Illo</i> |
| <i>Committee Member Steven Clark</i> | <i>Committee Member Kaleese Street</i> |
| <i>Committee Member Justice</i> | |

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.
PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTION

I. CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

A. LAND ACKNOWLEDGEMENT **CHAIR ALMANZA** *3 min*

The Shelter Monitoring Committee acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone, who are the original inhabitants of the San Francisco Peninsula. As the Indigenous stewards of this land, and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.

B. NEW MEMBER INTRODUCTION **DISCUSSION**
CHAIR ALMANZA *3 min*

Welcome Zae Illo, who has been appointed by the Homelessness Oversight Commission to fill Seat 5.

C. MINUTES **DISCUSSION/ACTION**
CHAIR ALMANZA *5 min*

PREVIOUS MINUTES
 Review draft minutes from previous meeting(s).
Explanatory document – Draft Committee Minutes
Public Comment will be heard before proposed approval of previous Minutes.

II. OLD BUSINESS *DISCUSSION/ACTION*

A. MEALS AND NUTRITION **DISCUSSION / ACTION**
CHAIR ALMANZA *8 min*

Following up on this topic, the Policy Subcommittee asks that a request be made to HSH to survey sites as to whether they offer lunch (i.e., a 3rd meal per day per client).

Public Comment will be heard before action.

Proposed Action: *Shall staff request that HSH survey or otherwise provide said information?*

B. SHELTER STAFF TRAINING *DISCUSSION / ACTION* 10 min
CHAIR ALMANZA

At the last two subcommittee meetings, the [2004 Shelter Training Manual](#) was reviewed. Members agreed to ask the full Committee to send a memo to HSH to ask them to consider requiring that the information in Chapters 6 - 8 be conveyed to new staff earlier. The Chapter 8 material should be gone over in the first three months after onboarding. Perhaps the first three chapters could be merged into a more concise presentation. Also, more material on the Americans with Disabilities Act is needed. Finally, Harm Reduction merits its own chapter.
Explanatory documents – Draft memo for HSH

Public Comment will be heard.

Proposed Action: Approve memo for SMC Chair signature

III. NEW BUSINESS/REPORTS *DISCUSSION / ACTION*

A. SUBCOMMITTEE REPORT *DISCUSSION / ACTION* 8 min
SUBCOMMITTEE MEMBERS

Besides the availability of a 3rd meal at shelters, the subcommittee discussed harm reduction and laundry. It was noted that there is anecdotal evidence that shelter guests are sometimes sickened by the food they are served by their shelter. All employees who cook/prepare/ serve food need to be trained, i.e., to have a [Food Handler card](#).

Public Comment will be heard.

B. HARM REDUCTION *DISCUSSION / ACTION*
SUBCOMMITTEE MEMBERS 10 min

The Policy Subcommittee, in considering shelter staff training, delved into the subject of harm reduction. The thinking on some elements of harm reduction has been refined over the last couple of years. The Committee would benefit from more information.

Public Comment will be heard before any action

Proposed Action: Shall a knowledgeable party be recruited to make a presentation?

C. LAUNDRY AT SHELTERS *DISCUSSION / ACTION*
SUBCOMMITTEE MEMBERS 10 min

The subcommittee also discussed laundry services. Some clients lose their laundry; others may have significant challenges getting regular help with this.

Public Comment will be heard before any action

Proposed Action: Shall the Committee request that HSH survey or otherwise provide information as to what shelters currently provide?

D. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING *DISCUSSION* 12 min
HSH

Update from the Department of Homelessness and Supportive Housing.

Explanatory documents – Occupancy Report

Public Comment will be heard.

Proposed Action: The Committee will vote on whether to accept the report.

E. STAFF REPORT *DISCUSSION*
SMC STAFF 12 min

Review of inspections, complaints, and investigations, Member recruitment and hiring. Staff will share a new effort to measure inequities within the SOC complaint system.

Explanatory documents – SOC Report

Public Comment will be heard.

IV. GENERAL PUBLIC COMMENT

DISCUSSION

5 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 on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item.

ADJOURNMENT

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

Proposed Action: Approve adjournment

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Administrator, Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102-4689
Phone (415) 554-7724 | Fax 415-554-7854 | E-mail sotf@sfgov.org

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