



Shelter Monitoring Committee

POLICY SUBCOMMITTEE MEETING MINUTES SHELTER MONITORING COMMITTEE DECEMBER 10, 2025 3:00 PM – 4:15 PM [DRAFT]

Present: Subcommittee Chair Kaleese Street
Member Belinda Dobbs

Member Britt Creech

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

5 min

The meeting began at 3:06 PM, with a quorum.

I. MINUTES

DISCUSSION/ACTION

A. November 2025 Minutes

Members 5 min

The Subcommittee reviewed the minutes for the previous month. Staff said shelter rule changes need to be made clear in advance to clients. Member Creech said this is just common decency and that this is expected of anyone working in a shelter. Staff will be trying to classify complaints in a more defined way than simply by the Standards. Storage was also discussed. The “emergency report” that the Committee Chair wants to prepare was discussed.

Explanatory document - Draft Minutes

Public Comment: None

Proposed Action: Approval of November 2025 Draft Minutes

M/S/C: Britt/Dobbs/Approved

II. OLD BUSINESS

DISCUSSION/ACTION

A. MORE GRANULARITY/DETAIL IN SOCS

Members 10 min

Members discussed how some [Standards](#) can be broken down to provide more detail. See below for an example of the transition in how the alleged standard violations are recorded:

SOC ↓	SOC Description ↓	7/25	8/25	9/25	10/25
1 a	Rudeness	11	15	8	3
b	Disrespect for property			4	2
c	Bad/Retaliatory DOS			3	3
d	Staff ignore complaints			2	1
e	Theft by staff				1
2 a	Other guests	5	5	3	3
b	Staff pose a threat			5	2
c	Facility is unsafe				

Public Comment: All of these types of allegations should be seen as very serious. Staff who are proven to have misbehaved should be appropriately disciplined. Staff noted that shelters do

not (and probably should not) tell clients what action they take. On the other hand, we do see shelters reimbursing clients when they clearly see it as their responsibility.

Proposed Action: *Continue informally differentiating allegations of SOC violations.*

M/S/C: Street/Dobbs/Approved

III. NEW BUSINESS

DISCUSSION

A. NEW SECRETARY

Members 5 min

Members agreed to place the issue before the full Committee at the next meeting. Members discussed possible decommissioning of the SMC. The recommendation seemed to come out of nowhere. SMC costs very little while serving an important purpose. Our clients face many injustices. Even the Grievance Committee has a role that can be at odds with the SMC's mission or that of the HOC. Member Creech asked if it would make sense to talk to the BOS, etc. Member Dobbs asked if it is okay to speak. This was okay as long as you make it clear you are speaking for yourself only. Member Dobbs described some of the unfair treatment she has witnessed.

Public Comment: Ijlal said it is sad to hear what goes on in the shelters. Everyone should be treated with respect. He hopes to help with this in the future.

B. RACIAL EQUITY REPORT

Members 8 min

Staff will send the data they have gathered to Kaleese Street. Anyone with ideas should communicate them directly to her, one on one.

Public Comment: None

C. STAFF REPORT

Staff 10 min

Staffer Robert Hill showed how the SOCs can be broken out in the monthly reports. He discussed some of the details of recent complaints summarized in the monthly report.

Public Comment: These monthly reports are available on the SMC website.

IV. GENERAL PUBLIC COMMENT

5 min

Members of the public may address the Committee on items that are within the subject matter jurisdiction of the Committee:

Public Comment: Committee Member Creech said that 2025 was a tough year. One person he would like to remember is Jason Albertson, with DPH. He was very dynamic and supportive of Vanguard Labs. He inspired many people. He taught that your relationship with clients should not end when they are housed. You should continue to support them as they begin the next chapter of their life.

V. ADJOURNMENT

Proposed Action: *Approve adjournment*

M/S/C: Street/Britt/unanimous - Meeting adjourned at 4:10 p.m.

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Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone 415.554.7724
Fax 415.554.7854
E-mail sof@sfgov.org

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Action Item	Assigned To
Add selection of a Secretary and racial equity report to the agenda for 12/17/25.	Staff
Consider more frequent Committee meetings, i.e., more than once per quarter.	Members
Send recommendations/ideas for Equity Report to Subcommittee Chair	Members
Send data to Subcommittee Chair	Staff