

**ARTICLE XXXI:
LOCAL HOMELESS COORDINATING BOARD**

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Editor's Note:

See also Sec. 2A.410, "Department of Homelessness and Supportive Housing."

SEC. 5.31-1. CREATION OF LOCAL HOMELESS COORDINATING BOARD.

The Board of Supervisors hereby establishes the Local Homeless Coordinating Board (the "Coordinating Board") of the City and County of San Francisco.

(Added by Ord. [116-16](#), File No. 160638, App. 6/29/2016, Eff. 7/29/2016)

SEC. 5.31-2. MEMBERSHIP.

The Coordinating Board shall be comprised of nine members, appointed as follows:

(a) Seat 1 shall be appointed by the Mayor and shall be a homeless or formerly homeless person.

(b) Seats 2 through 4 shall be appointed by the Mayor. The appointees shall represent organizations or projects serving one or more of the following homeless subpopulations in San Francisco: families with children; single adults; veterans; the chronically homeless; unaccompanied youth; persons with HIV/AIDS; persons with substance use disorders; the seriously mentally ill; and victims of domestic violence, dating violence, sexual assault, and stalking. One Board member may represent the interests of more than one homeless subpopulation.

(c) Seats 5 through 8 shall be appointed by the Board of Supervisors. The appointees shall represent one or more of the homeless subpopulations listed in subsection (b) of this Section 5.31-2. One Board member may represent the interests of more than one homeless subpopulation.

(d) Seat 9 shall be appointed by the Controller and shall represent one or more of the homeless subpopulations listed in subsection (b) of this Section 5.31-2. One Board member may represent the interests of more than one homeless subpopulation.

(e) All of the homeless subpopulations listed in subsection (b) of this Section 5.31-2 must be represented on the Coordinating Board to the extent that someone is available and willing to represent that subpopulation on the Board. At the time of appointment, the appointing authority shall identify the homeless subpopulation(s) represented by the appointee.

(Added by Ord. [116-16](#), File No. 160638, App. 6/29/2016, Eff. 7/29/2016)

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

- (a) Each member of the Coordinating Board shall serve at the pleasure of the member's appointing authority for a term of four years.
- (b) If a vacancy occurs in any seat on the Coordinating Board, 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) 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 appointing authority of the resignation.

(Added by Ord. [116-16](#), File No. 160638, App. 6/29/2016, Eff. 7/29/2016)

SEC. 5.31-4. DUTIES.

The Coordinating Board shall perform the following functions:

- (a) Serve as the Continuum of Care governing body in accordance with applicable U.S. Department of Housing and Urban Development ("HUD") rules and regulations, including but not limited to 24 CFR Part 578 *et seq.*, as amended. The Board shall adopt, and all members shall abide by, a written conflict of interest policy that complies with 24 CFR Part 578.95(b), as amended.
- (b) Advise the Department of Homelessness and Supportive Housing on homeless policy and budget allocations.

(Added by Ord. [116-16](#), File No. 160638, App. 6/29/2016, Eff. 7/29/2016)

SEC. 5.31-5. MEETINGS AND PROCEDURES.

- (a) The Coordinating Board shall hold a meeting not less than once every month.
- (b) The Coordinating Board shall elect officers and shall establish rules or bylaws for its organization and procedures.

(Added by Ord. [116-16](#), File No. 160638, App. 6/29/2016, Eff. 7/29/2016)

SEC. 5.31-6. CONTINUED EXISTENCE.

The Board of Supervisors intends the Coordinating Board to last until the enactment of an ordinance removing this Article XXXI from the Administrative Code. Notwithstanding Rule 2.21 of the Board of Supervisors Rules of Order, which provides that advisory bodies created by the Board should sunset within three years, the Board of Supervisors intends the Coordinating Board to exist for longer than three years.

(Added by Ord. [116-16](#), File No. 160638, App. 6/29/2016, Eff. 7/29/2016)