



Meeting Minutes (amended and adopted 7/6/2023)

Homelessness Oversight Commission (HOC) Inaugural Meeting
Meeting Date: Thursday, May 4, 2023

Regular Meeting
9:00am

1 Dr. Carlton B. Good Place
Room 416, City Hall

Members of the Homelessness Oversight Commission will attend this meeting in-person. Members of the public are invited to observe the meeting in-person or remotely online as described below. Members of the public attending the meeting in person will have an opportunity to provide public comment on every action or discussion item. In addition to in-person public comment, the Commission will hear up to 10 minutes of remote public comment on each action or discussion item.

The Commission will hear remote public comments on items in the order that commenters add themselves to the queue to comment on the item. Because of the 10-minute time limit, it is possible that not every person in the queue will have an opportunity to provide remote public comment. Remote public comment from people who have received an accommodation due to disability (as described below) will not count toward the 10-minute limit.

Members of the public are encouraged to provide public comment via email. Send an email to the Commission Secretary bridget.badasow@sfgov.org by 5pm the day before the meeting to ensure your comment is received by the Commission in advance of the meeting.

Additionally, copies of today's agenda, minutes and "all" presented items can be found on the San Francisco Department of Homelessness and Supportive Housing (HSH) website.
<https://hsh.sfgov.org/commission-and-committees/>

The HOC inaugural meeting can be seen in its entirety on SFGovTV
https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=227

Homelessness Oversight Commission Members

Dr. Jonathan Butler, Chair

Bevan Dufty, Vice Chair

Katie Albright

Christin Evans

Joaquin Whit Guerrero

Sharky Laguana

Department of Homelessness and Supportive Housing Executive Director

Shireen McSpadden

Commission Secretary

Bridget Badasow

Deputy City Attorney

Virginia Dario Elizondo

Deputy City Attorney

Adam Radtke

ORDER OF BUISNESS

1. Call to Order

The Commission Secretary called the meeting to order at 9:10am

2. Roll Call

Present: Dr. Jonathan Butler
 Bevan Dufty
 Katie Albright
 Christin Evans
 Joaquin Whit Guerrero
 Sharky Laguana

Present: Executive Director: Shireen McSpadden



Present: Deputy City Attorney: Virginia Dario Elizondo
Adam Radtke

Executive Director McSpadden introduced present members of her executive team:
Chief Deputy Director, Noelle Simmons
Deputy Director for Finance and Administration, Gigi Whitley
Deputy Director Communications and Legislative Affairs, Emily Cohen
Human Resource Senior Manager, Melanie Laman.

3. Announcement of prohibition of sound producing devices Commission Secretary made the announcement.

4. Director's Report/ Executive Director McSpadden-Discussion Only

- Opening Remarks
- HSH Strategic Plan (presentation)

Executive Director McSpadden expressed her appreciation and excitement to be working together with the Homelessness Oversight Commission and presented the Homelessness and Supportive Housing (HSH) strategic plan for FY 2023 through 2028. The title of the strategic plan, "Home by the Bay" is an equity-driven-plan to prevent and end homelessness in San Francisco.

Executive Director McSpadden stated that the best away for the department and Commission to work together is with fruitful policy discussions and that approving future contracts is a good way for the Commission and public to learn about the work that the department does as a system.

Commissioner Evans would like to see a presentation on 'Community Voice Matters' and believes that looking at the system through community eyes will be powerful.

Commissioner Dufty stated that 'drop-in' is a very important system and should be uplifted across departmental coordination. Commissioner Dufty questioned how the San Francisco Controller's Office was involved in the strategic plan and questioned how the strategic plan addresses the Latino community where the homeless numbers have risen dramatically in the past years.

Commissioner Laguana asked what progress has been made to date on racial equity and injustice and where the department stands in terms of progress, and if multi-language support is provided as far as the HOC docket.



Commissioner Guerrero commended the work that Executive Director McSpadden and the department continues to do around racial equity and inclusion. The Commissioner questioned if resources can be created/integrated into providing support/training for the providers themselves and higher-level leadership at HSH.

Commissioner Butler's top priority is to ensure that we are incorporating those with "lived experiences" into the work that we do and believes cross-departmental work can be most effective. The Commissioner stated that the most important portion of the strategic plan is accountability mechanisms.

Commissioner Albright thanked the Commission, Executive Director McSpadden and the department for their great work and believes we as a city, will benefit from that great work moving forward. Commissioner Albright believes that department cross coordination is also very beneficial.

Public Comment

Charles Deffarges, Episcopal Community Services (ECS), stated that the strategic plan Home by the Bay has very ambitious goals and encouraged the HOC, HSH staff, community partners, stakeholder groups, and with our unhoused and recently housed neighbors to work collaboratively on the shared mission of preventing and ending homelessness.

Hope Kamer, Compass Family Services, stated that Compass is heartened by the bold and comprehensive plan reflected in the HSH Strategic Plan and commended Executive Director McSpadden and the leadership at HSH. Ms. Kamer is concerned that the PIT count is completed in the strategic plan specifically, on page 77 where the framing reflected in these examples undercounts the homeless family population in San Francisco and in turn will under-project future needed resources for this harder to reach population. Compass hopes to partner with Executive Director McSpadden to ensure that there is a holistic count of homeless families in the city that is not dependent on the Point in Time (PIT) count.

Marnie Regen, Larkin Street Youth Services, thanked the Commission and Executive Director McSpadden for holding this hearing and for the strategic plan. Ms. Regen is very excited to work with the Commission and HSH and looks forward to future conversations regarding the youth system of care.

5. General Public Comment

Christopher Mika resides in a single room occupancy (SRO) and has been trying to organize supportive housing tenants for the past year. Mr. Micah is concerned that there is no SRO tenant's representation on the HOC policy body. Mr. Micah stated that there is no independent representation for supportive housing tenants or homeless people in San Francisco politics. Non-profit providers and landlords get the most representation and he believes that is faulty. Mr. Micah believes that the 10-minute public comment rule is obstructive.



Del Seymour-co-chair of the Local Homeless Coordinating Board (LHCB), Chair Seymour welcomed the Commission to the exciting work that the LHCB does. Chair Seymour is happy to see a bold Executive Director at HSH that has come up with some very novel and unique ideas that seem to be working. He invited the HOC Chair and Vice-Chair to meet with the LHCB Chair's to work together to promote housing stability.

6. New Business:

Items A-D are non-action Items for discussion only.

A. Review of draft Rule of Order/Shireen McSpadden

Deputy City Attorney Elizondo explained to the Commission that the draft rules of order are presented to the Commission for review and were not put on the agenda as a voting item today to allow time for Commission review, input, and changes. Deputy City Attorney Elizondo stated that before the rules of order are added to the agenda as an action item, they must be posted ten days in advance.

Commissioner Evans made the following suggestions:

- The Chair and Vice-Chair would be elected explicitly from each of the appointing bodies (Mayor's appointees/Board of Supervisor appointees) to ensure good representation.
- Nominate a third elected officer position with the title "Data Officer".
- Include the vice-chair in the calendar item decision making.
- An agenda item will be calendared when a Commission member makes a specific calendar item recommendation five days prior to the meeting.
- If the agenda item can't be heard at the meeting due to time constraints, the recommended calendar item will be placed on the next HOC meeting agenda

Commissioner Dufty supported Commissioner Evans's suggestions.

Commissioner Albright asked/made the following suggestions:

- Requested Commissioner Evans talk about the rationale for the Chair/Vice Chair split and to explain the Data Officer duties.
- Asked for meeting language to allow public comment to be greater than 10-minutes depending on who is on the call.
- "Meet in community" clarified in the rules of order.

Commissioner Sharky reminded his colleagues that this is a work-in-progress that will take them a while to find their footing. Commissioner Sharky suggested that a list of Data Officer duties/responsibilities be circulated among the Commissioners.



Commissioner Butler and Guerrero associated themselves with Commissioner Albright's suggestions.

Deputy City Attorney Elizondo cautioned the Commission to avoid seriatim meetings and advised to add a 'Commissioner Matters' item to the Order of Business for discussion only and to continue to communicate through the Commission Secretary. The Deputy City Attorney also explained that each Commission sets their own remote public comment time allowance. Constituents with disabilities and who require a translator should be allowed more time to facilitate their public comment. Translators are available upon request.

Public Comment

No public comment

B. Review Brown Act/Sunshine Meeting Procedures/City Attorney's Office Presented-Discussion Only

Deputy City Attorneys Adam Radtke and Virginia Dario Elizondo presented the Commission with common legal issues that may be encountered.

Public Comment

No public comment

C. Overview of HSH Budget/Deputy Director Gigi Whitley Presented/Discussion Only

HSH Deputy Director Whitley presented a detailed overview on the HSH Budget

Public Comment

Del Seymour, LHCB co-chair, would like to see a pie chart in five years to follow the development of the HSH budget proposals and asked how HSH plans to acquire the proposals. Mr. Seymour stated that the value of the buildings that we are buying is going down, yet the city is paying the market rate for buildings that are 120 years old. The landlord knows the city needs the beds and are asking for \$600M. Mr. Seymour would like to see the Commission intervene with negotiations between landlord and the city along with a budget increase to give providers more money for tradespeople to make badly needed repairs.

Public Comment

Eleana, Binder Glide staff member, thanked HSH Deputy Director Gigi Whitley for her thoughtful presentation and urged the Commission and Executive Director McSpadden to add the Our City Our Home Oversight Committee (OCOH) and the Homeless Emergency Services Providers Association's (HESPA) budget requests into the HSH budget this year. The Glide staff member also highlighted the need for subsidies and prevention services.



A member of the public seconded Mr. Seymour’s request to provide funding to hire appropriate tradespeople staff for repairs and funding repairs for some of the older shelters.

**D. Discussion of Approach to Commissioner Orientation/Executive Director
McSpadden Presented-Discussion Only**

Executive Director McSpadden asked the Commission if they received enough information from HSH staff to prepare them for their current/future role on the Homelessness Oversight Commission and urged the Commission to submit topics that the Commission wished to take a deeper dive on over the next three meetings.

Public Comment
No public comment

**E. Commission Review and Approval of Grants and Contracts/Executive Director
McSpadden Presented-Discussion Only**

Executive Director McSpadden presented an overview on HSH grants and contracts and discussed the process of bringing contracts to the HOC for approval moving forward.

Public Comment
No public comment

REGULAR CALENDAR

Items F and G are action items and require a vote by the Commission.

**F. Establish FY 22-23 and FY 23-24 Meeting Dates, Time, and Place/Executive Director
McSpadden Presented-Action Item**

Executive Director McSpadden presented Item F.

Public Comment
No public comment

A motion was made to approve the HOC FY 22-23 and FY 23-24 Meeting dates, time and place by Commissioner Albright and seconded by Commissioner Dufty.

AYES- Albright
Butler
Dufty
Evans



Guerrero
Laguana

Action- Adopted

G. Election of Commission Officers and Discussion of Terms and Committees/Executive Director McSpadden Presented-Action Item

The Commission, Executive Director and Deputy City Attorney discussed the officer election process for the HOC.

Public Comment

A member of the public was very excited to see that Commissioner Dufty was appointed to the HOC

A motion to nominate Commissioner Jonathan Butler to Chair the HOC for a one-year term was made by Commissioner Bevan Dufty and seconded by Commissioner Joaquin Guerrero.

AYES- Albright
Butler
Dufty
Evans
Guerrero
Laguana

Action- Adopted

Chair Butler asked for nominations for the HOC Vice-Chair

A motion to nominate Commissioner Bevan Dufty to Vice Chair the HOC for a one-year term was made by Commissioner Sharky Laguana and seconded by Commissioner Joaquin Guerrero.

AYES- Albright
Butler
Dufty
Evans
Guerrero
Laguana

Action- Adopted



Commissioner Christin Evans asked that the Commission pause adjournment of the HOC inaugural meeting for two minutes in memory of Banko Brown.

The HOC inaugural meeting was adjourned at 1:29pm

Respectfully submitted,

Bridget Badasow
HOC Commission Secretary

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Administrator, by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415.554.7724; by fax at 415.554.7854; or by email at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at <https://sfgov.org/sunshine/>.

LOBBYIST ORDINANCE

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, (415) 252-3100, FAX (415) 252-3112, website: sfgov.org/ethics.

DISABILITY ACCESS

The Homelessness Oversight Commission meetings are held at City Hall Room 416, at 1 Dr. Carlton B. Goodlett Place, San Francisco on the first Thursday of each month at 9am. The building and meeting room are wheelchair accessible. This meeting will be broadcast and captioned on SFGovTV. Remote public participation is available for people with disabilities, as well as all members of the public. Instructions for how to join the meeting remotely are included at the beginning of this agenda. [Captions can be enabled](#) if participating remotely via WebEx.

Sign Language Interpretation is also available upon request. If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of four (4) business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact Bridget Badasow at bridget.badasow@sfgov.org.



LANGUAGE ACCESS

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact bridget.badsow@sfgov.org at least 48 hours in advance of the hearing.

LANGUAGE ASSISTANCE 415.646.4470: For free interpretation services, please submit your request 48 hours in advance of meeting./Para sa libreng serbisyo sa interpretasyon, kailangan mag-request 48 oras bago ang miting./Para servicios de interpretación gratuitos, por favor haga su petición 48 horas antes de la reunión./如果需要免費口語翻譯, 請於會議之前 48 小時提出要求。Đối với dịch vụ thông dịch miễn phí, vui lòng gửi yêu cầu của bạn 48 giờ trước cuộc họp./ Для бесплатных услуг устного перевода просьба представить ваш запрос за 48 часов до начала собрания./ Pour les services d'interprétation gratuits, veuillez soumettre votre demande 48 heures avant la réunion./무료 통역 서비스를 원하시면 회의 48 시간 전에 귀하의 요청을 제출하십시오./ 無料通訳サービスをご希望の場合は、会議の 48 時間前までにリクエストを提出してください。 /บริการให้ความช่วยเหลือในหลายภาษาตามภาษาฟรี
๐ ณ ที่ประชุม

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

