

**Nomination Committee Members:**

Katie Albright  
Christin Evans  
Joaquin Guerrero

Mayor  
London Breed

Shireen McSpadden, Executive Director  
San Francisco Department of Homelessness and Supportive Housing

**Commission Secretary**

Bridget Badasow

**City & County of San Francisco  
Homelessness Oversight Commission's (HOC)  
Nomination Committee Inaugural Meeting Minutes (Adopted with amendments)  
Meeting Date: Thursday, August 31, 2023  
Location: Homelessness and Supportive Housing (HSH) Headquarters 440 Turk Street,  
SF CA 94102 (Tenderloin Conference Room)  
Time: 10:30AM**



**Nomination Committee Members:**

Commissioner Katie Albright  
Commissioner Christine Evans  
Commissioner Joaquine Guerrero

**Commission Secretary**

Bridget Badasow

**Deputy City Attorney**

Adam Radtke

**ORDER OF BUISNESS**

**1. Call to Order**

The Commission Secretary called the meeting to order at 10:30am

**2. Roll Call**

The Commission Secretary called the roll.

**Present:**

Commissioner Monica Albright

Commissioner Christin Evans  
Commissioner Joaquin Guerrero present at 11:20am

Also present was Deputy City Attorney Adam Radtke

**3. Announcement of prohibition of sound producing devices**

Not announced

**NEW BUSINESS:**

**4. Establishing Nomination Committee Bylaws**

At the direction of the Nomination Committee members, the Commission Secretary was asked to create a draft version of the Nomination Committee Bylaws following the standard protocols of Roberts Rules of Order, the Good Governance Guidelines, and the San Francisco Sunshine Ordinance. The draft Bylaws will be reviewed by Deputy City Attorney, Adam Radtke and posted at least ten (10) calendar days prior to the September 29, 2023, meeting.

**5. Election of Officers**

**PUBLIC COMMENT**

CJ Ross was in support of Commissioner Christin Evans’s nomination to Chair the Nomination Committee.

On the motion by Commissioner Albright and seconded by Commissioner Guerrero to nominate Commissioner Christin Evans as the Homelessness Oversight Commission’s Nomination Committee Chair.

ADOPTED: AYES – Albright, Evans, and Guerrero

**PUBLIC COMMENT**

CJ Ross was in support of Commissioner Joaquin Guerrero’s nomination as the Vice Chair of the Nomination Committee.

On motion by Commissioner Albright and seconded by Commissioner Evans to nominate Commissioner Joaquin Guerrero as the Homelessness Oversight Commission’s Nomination Committee Vice Chair.

ADOPTED: AYES- Albright, Evans, and Guerrero

**6. Creating an Application Process**

Deputy City Attorney, Adam Radtke explained that the HOC now oversees the Local Homeless Coordinating Board (LHCB) the Shelter Monitoring Committee (SMC), and the Shelter Grievance Advisory Committee (SGAC). The Clerk of the San Francisco Board of Supervisors (BOS) is no longer responsible to post vacancies or monitor interested candidate applications on their website as they normally would under the Maddy Act. Therefore, the Nomination Committee members requested that the Commission Secretary work with HSH-IT

staff to create an application that mirrors the BOS application as much as possible so that the process remains transparent and inclusive.

**PUBLIC COMMENT**

CJ Ross stated that more members of the public would apply if the information was televised and posted in the local newspapers and not solely on the HSH website. CJ suggested having hard copy applications available at Police and Fire stations.

**7. Meeting Frequency**

The Nomination Committee members agreed to set a standing Nomination Committee meeting that will take place on the last Thursday of each month at HSH in the Tenderloin Conference room at 10:30am. Because Committee members are not available on the fourth Thursday in September, the Nomination Committee meeting will be held on Friday, September 29, 2023, at 11:30am.

**PUBLIC COMMENT**

No Public Comment

On the motion by Commissioner Evans and seconded by Commissioner Guerrero, to set a standing Nomination Committee date to the fourth Thursday of each month at HSH-headquarters 440 Turk Street (Tenderloin conference room) San Francisco, CA 94102 to commence at 10:30am.

ADOPTED: AYES – Albright, Evans, and Guerrero

**8. Review and Consider Prior Candidate Applications**

No applicants to consider.

**9. Adjourn**

The meeting was adjourned at 12:30pm

Respectfully submitted,

Bridget Badasow  
HOC Commissioner 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](mailto: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

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## DISABILITY ACCESS

The Nomination Committee meetings are held at 440 Turk Street 2<sup>nd</sup> floor, in the Tenderloin Conference room, San Francisco on the last Thursday of each month at 10:30am. The building and meeting room are wheelchair accessible.

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](mailto:bridget.badasow@sfgov.org).

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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。 /บริการให้ ้ความช่วยเหลือในหลายภาษาด ้านภาษาฟรี ้ ณ ที่ประชุม

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