



## MEETING MINUTES [DRAFT]

Wednesday, *April 19, 2023* | 10:00 AM  
Room 408, City Hall

**Present:** Vice Chair Cris Guevara-Plunkett  
Committee Member Britt Creech  
Committee Member Melanie Muasau  
Secretary Tomiko Eya (Teleconference)  
Committee Member Lisa Rachowicz

**Excused:** Chair Diana Almanza  
Committee Member Belinda Dobbs  
Committee Member Steven Clark  
**Absent:** Committee Member Traci Watson  
Committee Member Kaleese Street  
Committee Member Joaquin Remora

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

- I. **CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS** *3 min*  
*Meeting began at 10:12 AM. There was **no quorum**. Members Dobbs and Clark called in but could not participate due to the Sunshine Rules without an approved reasonable accommodation. Items requiring approval were effectively tabled for the next meeting.*

### MINUTES

### DISCUSSION/ ACTION

MARCH 2023 MINUTES

ACTING CHAIR GUEVARA-PLUNKETT *3 min*

The Committee voted to approve last month's minutes.

**No public comment**

### II. OLD BUSINESS/REPORTS

### DISCUSSION/ ACTION

#### A. REVIEW DRAFT SMC BYLAWS

#### ACTION

ACTING CHAIR GUEVARA-PLUNKETT *10 min*

The Committee is aware that the bylaws need to be updated to take into account changes in the Administrative Code.

**Member Comment:** Member Eya pointed out that it would be a good idea to begin the officer candidate selection process in November, not December. There was general agreement on this.

**Public Comment:** A caller expressed dissatisfaction with the work staff did on their complaint, which was not resolved to her satisfaction. This concern was taken offline.

### III. NEW BUSINESS/REPORTS

#### A. POLICY SUBCOMMITTEE REPORT

#### DISCUSSION

SUBCOMMITTEE CHAIR GUEVARA-PLUNKETT *3 min*

At its April meeting, the Subcommittee had a quorum. Draft bylaws were approved. No recommendations for now were made for further changes to Standards. (Previous recommendations are awaiting the establishment of the Commission.)

**B. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING**

**MEMBER RACHOWICZ** 10 min

See the [Capacity report](#). Vacancies are down. Note that family shelter numbers refer to rooms, except at BVHM and the Hamilton Family **Residence**, which refer to individual clients. Providence Family Services’ Oasis hotel shelter has reopened for the time being. HSH continues pursuing options to make it possible for this site to remain in service.

**Public Comment:** Tiffany, who works supporting the unhoused, expressed concern that some clients who are unable to perform some activities of daily living are being placed in shelters that are not equipped to care for them. Homebridge is not always available.

**C. DEPARTMENT OF PUBLIC HEALTH**

**STAFF** 10 min

During the month of March, there were six formal complaints submitted to shelters.

**Public Comment:** Justice gave an introduction. Justice has expensive relevant experience and is ready to join the SMC, if Members (and the Commission) approve.

**Member Comment:** Acting Chair Plunkett thanked Justice for willingness to serve, as did member Muasau, who states that she knows Justice loves the City and would be an excellent addition to the existing membership. Member Eya recommends Members who may benefit from a reasonable accommodation, i.e., who may have challenges making it to the in-person meeting, submit the paperwork. Staff can provide guidance on the process.

**D. LAND ACKNOWLEDGEMENT**

**ACTING CHAIR GUEVARA-PLUNKETT** 10 min

A draft “land acknowledgement,” a version of what DPH uses, was reviewed. Item tabled for lack of a quorum.

**IV. 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 [denoted by “Proposed Action” after the agenda 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 items denoted by “Discussion” 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. Those who comment may submit a written summary (up to 150 words) of their remarks to assist in the compilation of the meeting minutes.

**Public comment:** Bob Burnside submitted a handout and suggested that a variety of unused commercial space is available, e.g., OfficeMax and others on Mission Street, might be better than what is being used now for sanctioned encampments.

**ADJOURNMENT**

***Meeting adjourned at 10:56 AM***

Action Item	Assigned To
Ask Members if they need a RA and assist anyone who does.	Staff

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Administrator, 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 [sotf@sfgov.org](mailto:sotf@sfgov.org)

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#### **Lobbyist Registration and Reporting Requirements**

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