



City and County of San Francisco  
SHELTER MONITORING COMMITTEE

AGENDA

July 19, 2023 | 10:00 AM

City Hall, Room 408 | San Francisco, CA 94102

**Roster:** Chair Diana Almanza  
Committee Member Belinda Dobbs  
Committee Member Britt Creech  
Committee Member Steven Clark

Committee Member Melanie Muasau  
Committee Member Traci Watson  
Committee Member Kaleese Street  
Committee Member Justice

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

I. CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

A. LAND ACKNOWLEDGEMENT

CHAIR ALMANZA 3 min

*The Shelter Monitoring Committee acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone, who are the original inhabitants of the San Francisco Peninsula. As the Indigenous stewards of this land, and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.*

B. WELCOME NEW MEMBER!

DISCUSSION/ACTION

CHAIR ALMANZA 5 min

The Committee welcomes Member Justice, whose appointment to Seat 7 was confirmed by the Homelessness Oversight Commission on Jul 6.

**Public Comment will be heard**

C. MINUTES

DISCUSSION/ACTION

JUNE 2023 MINUTES CHAIR ALMANZA 3 min

The Committee will review draft of previous minutes.

*Explanatory document – Draft Committee Minutes*

Public Comment will be heard before proposed action.

**Proposed Action: Approve previous Meeting Minutes**

II. OLD BUSINESS

DISCUSSION/ACTION

A. SELECTION OF INTERIM OFFICERS

CHAIR ALMANZA 15 min

New officers are needed to fill the terms of Guevara-Plunkett (Vice Chair) and Eya (Secretary) through the end of the year. Members who are interested in filling these important positions are invited to put themselves forward.

**Public Comment will be heard before any action.**

**Proposed Action:** *Vote on any candidates who express interest in these roles*

III. NEW BUSINESS/REPORTS

*DISCUSSION/ ACTION*

A. POLICY SUBCOMMITTEE REPORT

*DISCUSSION*

SUBCOMMITTEE MEMBERS

*10 min*

There was no meeting this month. Members Guevara-Plunkett and Eya retired in June. At this time there are only two Members on the subcommittee. Members who are interested in joining the subcommittee are asked to so state.

**Public Comment will be heard.**

**Proposed Action:** *The Chair will consider appointing a new Chair and a third Member to replace Member Guevara-Plunkett.*

B. NON-CONGREGATE SITE INVESTIGATIONS

*DISCUSSION*

STAFF

*8 min*

Staff is seeking ideas on how to investigate complaints at non-congregates: Do Members or the public, including service providers, have suggestions on how to take surveys when we do not have ready access to a significant proportion of guests. Not all sites hold community meetings.

**Public Comment will be heard.**

C. NUTRITION

*DISCUSSION*

CHAIR ALMANZA

*8 min*

The DPH nutrition expert, Kathleen DeSilva, RD, departed on 6/30/2023. Do members of the public, including service providers, have comments they would be willing to share on the quality of the meals being provided at shelters they are familiar with?

**Public Comment will be heard.**

D. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING

*DISCUSSION*

*12 min*

HSH

Update from Lisa Rachowicz, Department of Homelessness and Supportive Housing.  
*Explanatory documents – Capacity Report*

**Public Comment will be heard.**

**Proposed Action:** *The Committee will vote on whether to accept the report.*

E. STAFF REPORT

*DISCUSSION*

DPH STAFF

*15 min*

Review of June inspections, complaints, and investigations. Share news from the HOC Commission meeting and provide an update on recruitment efforts.

*Explanatory documents – SOC Report*

**Public Comment will be heard.**

**Proposed Action:** *The Committee will vote on whether to accept the report.*

IV. GENERAL PUBLIC COMMENT

*DISCUSSION*

*10 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 discussion item [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 staff in the compilation of the meeting minutes.

## ADJOURNMENT

This item requires a motion, a second, and to be carried.

***Proposed Action: Approve adjournment***

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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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