

BOARD of SUPERVISORS



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MEMORANDUM

RULES COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

TO: Supervisor Supervisor Matt Dorsey, Chair
Rules Committee

FROM: Victor Young, Assistant Clerk *Victor Young*

DATE: February 28, 2023

SUBJECT: **COMMITTEE REPORT, BOARD MEETING**
Tuesday, February 28, 2023

The following file should be presented as a **COMMITTEE REPORT** at the Board Meeting on Tuesday, February 28, 2023. This item was acted upon at the Rules Committee Meeting on Monday, February 27, 2023, at 10:00 a.m., by the votes indicated.

Item No. 29 File No. 230125

[Administrative, Business and Tax Regulations Codes - Homelessness Oversight Commission and Related City Bodies]

Ordinance amending the Administrative Code and Business and Tax Regulations Code as required by Proposition C, adopted at the November 8, 2022 election, to provide that the Homelessness Oversight Commission ("Commission") appoint all members of the Local Homeless Coordinating Board ("Coordinating Board"); that the Coordinating Board's sole duties are to serve as the governing body required to participate in the federal Continuum of Care program and to advise the Commission on issues relating to the Continuum of Care; that the Shelter Monitoring Committee ("Monitoring Committee") advise the Commission in lieu of the Coordinating Board; that the Our City, Our Home Oversight Committee ("Oversight Committee") advise and make recommendations to the Commission and the Health Commission; and that the Oversight Committee inform the Department of Homelessness and Supportive Housing's strategic planning process; and make further amendments not required by Proposition C to increase the number of seats on the Coordinating Board from nine to eleven; decrease the number of seats on the Monitoring Committee from twelve to thirteen; align the Coordinating Board's member qualifications with Continuum of Care requirements; prohibit members of the Coordinating Board, the Monitoring Committee, and the Shelter Grievance Advisory Committee ("Grievance

Committee”) from serving on other City bodies related to homelessness; provide that the Commission appoint members of the Grievance Committee and the Monitoring Committee; require the Director of the Department of Homelessness and Supportive Housing (“Department”) attend Commission meetings and provide administrative support to the Commission and the Monitoring Committee; remove the Mayor’s sole authority to appoint and remove the Director of the Department; require the Department to report to the Commission in lieu of the Coordinating Board for the Mayor’s Fund for the Homeless and the Navigation Partnerships Fund; and require that the Grievance Committee and the Monitoring Committee provide reports to the Commission.

RECOMMENDED AS A COMMITTEE REPORT

Vote: Supervisor Ahsha Safai – Aye
Supervisor Shamann Walton – Aye
Supervisor Matt Dorsey - Aye

- c: Board of Supervisors
Angela Calvillo, Clerk of the Board
Alisa Somera, Legislative Deputy Director
Anne Pearson, Deputy City Attorney

File No. 230125

Committee Item No. 4

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date Feb 27, 2023

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- Memorandum of Understanding (MOU)
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 - Ethics Commission
- Award Letter
- Application
- Form 700
- Information/Vacancies (Boards/Commissions)
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young

Date Feb 23, 2023

Completed by: _____

Date _____

1 [Administrative, Business and Tax Regulations Codes - Homelessness Oversight Commission
and Related City Bodies]

2
3 **Ordinance amending the Administrative Code and Business and Tax Regulations Code**
4 **as required by Proposition C, adopted at the November 8, 2022 election, to provide that**
5 **the Homelessness Oversight Commission (“Commission”) appoint all members of the**
6 **Local Homeless Coordinating Board (“Coordinating Board”); that the Coordinating**
7 **Board’s sole duties are to serve as the governing body required to participate in the**
8 **federal Continuum of Care program and to advise the Commission on issues relating to**
9 **the Continuum of Care; that the Shelter Monitoring Committee (“Monitoring**
10 **Committee”) advise the Commission in lieu of the Coordinating Board; that the Our**
11 **City, Our Home Oversight Committee (“Oversight Committee”) advise and make**
12 **recommendations to the Commission and the Health Commission; and that the**
13 **Oversight Committee inform the Department of Homelessness and Supportive**
14 **Housing’s strategic planning process; and make further amendments not required by**
15 **Proposition C to increase the number of seats on the Coordinating Board from nine to**
16 **eleven; decrease the number of seats on the Monitoring Committee from twelve to**
17 **thirteen; align the Coordinating Board’s member qualifications with Continuum of Care**
18 **requirements; prohibit members of the Coordinating Board, the Monitoring Committee,**
19 **and the Shelter Grievance Advisory Committee (“Grievance Committee”) from serving**
20 **on other City bodies related to homelessness; provide that the Commission appoint**
21 **members of the Grievance Committee and the Monitoring Committee; require the**
22 **Director of the Department of Homelessness and Supportive Housing (“Department”)**
23 **attend Commission meetings and provide administrative support to the Commission**
24 **and the Monitoring Committee; remove the Mayor’s sole authority to appoint and**
25 **remove the Director of the Department; require the Department to report to the**

1 **Commission in lieu of the Coordinating Board for the Mayor’s Fund for the Homeless**
2 **and the Navigation Partnerships Fund; and require that the Grievance Committee and**
3 **the Monitoring Committee provide reports to the Commission.**

4 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
5 **Additions to Codes** are in *single-underline italics Times New Roman font*.
6 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
7 **Board amendment additions** are in double-underlined Arial font.
8 **Board amendment deletions** are in ~~strikethrough Arial font~~.
9 **Asterisks (* * * *)** indicate the omission of unchanged Code
10 subsections or parts of tables.

11 Be it ordained by the People of the City and County of San Francisco:

12 Section 1. Background.

13 (a) On November 8, 2022, the voters approved Proposition C, which established the
14 Homelessness Oversight Commission (“Commission”) to oversee the Department of
15 Homelessness and ~~Supporting~~ Supportive Housing (“Department”). One subsection of
16 Proposition C, codified in Charter Section 4.133(h), requires the City to enact an ordinance to
17 amend various provisions of the Administrative and Business and Tax Regulations Codes to
18 reflect changes to the duties, methods of appointment, and reporting structures of several City
19 bodies that advise on issues relating to homelessness. The intent of this ordinance is to
20 comply with the requirement set forth in Charter Section 4.133(h).

21 (b) This ordinance also makes changes that are not required by Proposition C.

22 (1) These changes include increasing the number of seats on the Local
23 Homeless Coordinating Board (“Coordinating Board”) from nine to eleven, revising the
24 qualifications of members of the Coordinating Board to align with federal requirements, and
25 staggering the terms of the members, authorizing the Coordinating Board to create
subcommittees; and prohibiting members of the Coordinating Board, Shelter Monitoring

1 Committee (“Monitoring Committee”), and Shelter Grievance Advisory Committee (“Grievance
2 Committee”) from serving on other City bodies related to homelessness.

3 (2) The ordinance removes the Mayor’s sole authority to appoint and remove
4 the Director of the Department to conform to Charter Section 4.102. The ordinance requires
5 the Department to provide administrative support to the Commission and the Monitoring
6 Committee, and requires that the Director of the Department attend meetings of the
7 Commission, rather than meetings of the Coordinating Board. The Department also reports to
8 the Commission, rather than the Coordinating Board, regarding the Mayor’s Fund for the
9 Homeless and the Navigation Partnerships Fund.

10 (3) The ordinance also provides for the Commission to appoint all members of
11 the Grievance Committee, other than the seat appointed by the Director of Health, modify the
12 composition of that committee, stagger the terms of the members, and require the committee
13 to report to the Commission at least once a year.

14 (4) The ordinance decreases the number of seats on the Monitoring Committee
15 from thirteen to twelve, provides for the Commission to appoint all members of the Monitoring
16 Committee, staggers the terms of the members, and requires that committee to report to the
17 Commission rather than the Board of Supervisors and the Mayor.

18
19 Section 2. Regarding the Local Homeless Coordinating Board, the Administrative
20 Code is hereby amended by revising Article XXXI of Chapter 5, Sections 5.31-2 through 5.31-
21 45, to read as follows:

22
23 **SEC. 5.31-2. MEMBERSHIP.**

24 The Coordinating Board shall be comprised of ~~nine~~¹¹ members, appointed *by the*
25 Homelessness Oversight Commission (“Commission”) as follows:

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

3 (b) Seats 2 through ~~1194~~ shall be ~~held by people who~~ appointed by the Mayor. The
4 ~~appointees shall~~ represent relevant organizations, or projects serving one or more of the
5 following homeless subpopulations in San Francisco: as the terms “relevant organizations”
6 and “homeless subpopulations” are used in 42 C.F.R. Section 578.5(b), as it may be
7 amended from time to time ~~families with children; single adults; veterans; the chronically~~
8 ~~homeless; unaccompanied youth; persons with HIV/AIDS; persons with substance use~~
9 ~~disorders; the seriously mentally ill; and victims of domestic violence, dating violence, sexual~~
10 ~~assault, and stalking. For purposes of this subsection (b) regarding Seats 2 through 119, e~~ One
11 Board member may represent the interests of more than one relevant organization or
12 homeless subpopulation.

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

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

19 ~~(ce)~~ When appointing members to the Coordinating Board, the Commission shall
20 strive to ensure that the Coordinating Board represents a broad diversity of ~~All of the~~ relevant
21 organizations and homeless subpopulations defined ~~listed~~ in subsection (b) ~~of this Section 5.31-~~
22 ~~2 must be represented on the Coordinating Board to the extent that someone is available and~~
23 ~~willing to represent that subpopulation on the Board. The Department of Homelessness and~~
24 Supportive Housing shall maintain on its website a list of all of the categories of relevant
25 organizations and homeless subpopulations defined by federal law and regulations or used by

1 the U.S. Department of Housing and Urban Development (“HUD”) in its Continuum of Care
2 Application, and shall provide such list to the Commission before appointment of a new
3 member to a vacant seat. At the time of appointment, the ~~Commission~~~~appointing authority~~ shall
4 identify the relevant organization or homeless subpopulation(s) represented by the appointee.

5 (d) Members of the Coordinating Board may not serve on any other City body that
6 advises on issues relating to homelessness, including but not limited to the Commission,
7 Shelter Monitoring Committee, and Shelter Grievance Advisory Committee, during their
8 term(s) on the Coordinating Board.

9
10 **SEC. 5.31-3. ORGANIZATION AND TERMS OF OFFICE.**

11 (a) Each member of the Coordinating Board shall serve at the pleasure of the
12 ~~Commission~~~~member's appointing authority~~ for a term of four years, except as qualified in
13 subsections (a)(2) and (a)(4).

14 (1) The term of office for each of the seats on the Coordinating Board appointed by the
15 Commission shall commence on July 1, 2023, at noon.

16 (2) To provide for staggered terms, the members appointed to Seats 2, 4, 6, and 8 shall
17 serve for an initial term of two years starting at noon on July 1, 2023 and ending at noon on July 1,
18 2025; thereafter the term for Seats 2, 4, 6, and 8 shall be a four-year term, with the first such term
19 starting on July 1, 2025 at noon. The members appointed to Seats 1, 3, 5, 7, and 9 shall serve for an
20 initial term of four years starting at noon on July 1, 2023 and ending at noon on July 1, 2027, with the
21 next four-year term starting at that time.

22 (3) If the Commission does not appoint a member to a seat prior to the commencement
23 of the term on July 1, 2023, the member of the Coordinating Board in that respective seat shall remain
24 as a holdover in the seat until the Commission appoints a member to the seat; provided, however, that
25 the holdover member serves at the pleasure of the Commission.

1 (4) Notwithstanding subsection (a)(1), the Commission has discretion to appoint
2 members to seats on the Coordinating Board prior to July 1, 2023, to serve on the Coordinating Board
3 for whatever time remains between such appointment and July 1, 2023, at noon.

4 (5) Members of the Coordinating Board who are seated as of July 1, 2023 prior to the
5 commencement of the term at noon, may be appointed by the Commission for that term provided they
6 meet the qualifications for the seat to which the Commission appoints them.

7 (b) If a vacancy occurs in any seat on the Coordinating Board, the Commission
8 ~~appointing authority for the vacated seat~~ shall appoint a successor to that seat, to complete the
9 remainder of the term of the vacated seat.

10 (c) Members of the Coordinating Board shall receive no compensation.

11 (d) Any member who misses three regular meetings of the Coordinating Board
12 without the express approval of the Coordinating Board at or before each missed meeting
13 shall be deemed to have resigned from the Coordinating Board 10 days after the third
14 unapproved absence. The Coordinating Board shall inform the ~~appointing authority~~ Commission
15 of the resignation.

16
17 **SEC. 5.31-4. DUTIES.**

18 The Coordinating Board shall perform the following functions:

19 (a) Serve as the Continuum of Care governing body in accordance with applicable
20 ~~U.S. Department of Housing and Urban Development ("HUD")~~ rules and regulations, including
21 but not limited to 24 CFR Part 578 et seq., as amended. The Coordinating Board shall adopt,
22 and all members shall abide by, a written conflict of interest policy that complies with 24 CFR
23 ~~Part~~ Section 578.95(b), as amended.

1 (b) Advise the *Department of Homelessness and Supportive Housing on homeless policy*
2 *and budget allocations.* Commission on issues relating to the City's participation in the Continuum of
3 Care program.
4

5 **SEC. 5.31-5. MEETINGS AND PROCEDURES.**

6 (a) The Coordinating Board shall hold a meeting not less than once every four
7 months.

8 (b) The Coordinating Board shall elect officers and shall establish rules or bylaws for
9 its organization and procedures.

10 (c) The Coordinating Board may establish subcommittees to work on issues relating
11 to the City's participation in the Continuum of Care program.
12

13 Section 3. Regarding the Department of Homelessness and Supportive Housing, the
14 Administrative Code is hereby amended by revising Article XXV of Chapter 2A, Section
15 2A.410, to read as follows:
16

17 **SEC. 2A.410. DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING.**

18 (a) Establishment. There is hereby created a Department of Homelessness and
19 Supportive Housing ("Department"). ~~The Mayor shall appoint a Director who shall serve as~~
20 ~~department head and appointing officer for the Department. The Director shall serve at the~~
21 ~~pleasure of the Mayor.~~ The Department shall include such officers and employees as are
22 authorized pursuant to the budgetary and fiscal provisions of the Charter.

23 (b) Duties and Functions.

24 (1) Under the supervision and direction of the Director, the Department shall
25 manage and direct ~~all~~ housing, programs, and services for homeless persons in the City

1 including, but not limited to, street outreach, homelessness prevention and problem solving,
2 coordinated entry, homeless shelters, transitional housing, and permanent supportive
3 housing, as well as certain designated functions set forth in Chapter 20 of this Code.

4 (2) The Director or designee of the Director shall attend meetings of the
5 Homelessness Oversight Commission (“Commission”), established by Charter Section
6 4.133~~Local Homeless Coordinating Board, established by Chapter 5, Article XXXI of the~~
7 ~~Administrative Code,~~ and the Department shall provide administrative and clerical staffing as
8 needed to the Commission and the Local Homeless Coordinating Board and provide the
9 Commission and the Coordinating Board with the information ~~it~~they requests in the exercise of
10 ~~its~~their duties.

11 (3) The Department shall have such other duties and functions as are assigned by
12 the Charter, an ordinance, or the Mayor pursuant to Charter Section 4.132.

13
14 Section 4. Regarding the Shelter Grievance Advisory Committee, the Administrative
15 Code is hereby amended by revising Article XXXVI of Chapter 5, Sections 5.36-2 through
16 5.36-4, to read as follows:

17
18 **SEC. 5.36-2. MEMBERSHIP.**

19 The Grievance Committee shall be comprised of 13 members. Seats 1 through 12
20 shall be appointed by the Homelessness Oversight Commission (“Commission”)~~Local~~
21 ~~Homeless Coordinating Board,~~ established under Charter Section 4.133~~Article XXXI of~~
22 ~~Chapter 5 of the Administrative Code,~~ and Seat 13 shall be appointed by the Director of
23 Health, as follows:

24 (a) Seats 1 through 4 shall each be held by a current or previous consumer of City
25 temporary shelter services in one or more of the following temporary shelter service

1 categories: family shelters, youth shelters, single adult shelters, navigation centers,
2 transitional housing, or alternative shelter services (including, by way of example but not
3 limitation, ~~tiny houses~~, safe sleeping sites, or recreational vehicle (RV) sites).

4 (b) Seats 5 through 8 shall each be held by persons who represent organizations or
5 projects providing one or more of the following shelter services in the City: family shelters,
6 youth shelters, single adult shelters, navigation centers, transitional housing, or alternative
7 shelter services (including, by way of example but not limitation, ~~tiny houses~~, safe sleeping
8 sites, or recreational vehicle (RV) sites).

9 (c) Seats ~~9 and 10~~ shall be held by a persons who represents an organizations or
10 projects providing shelter client advocate services in the City.

11 (d) Seat ~~10~~4 shall be held by a person serving as arbitrator of shelter grievances
12 under the Shelter Grievance Policy, as described in Article XVIII of Chapter 20 of the
13 Administrative Code.

14 (e) Seats 11 and 12 shall be held by any City resident with a demonstrated
15 commitment to temporary shelter services.

16 (f) Seat 13 shall be held by an employee of the Department of Public Health.

17 (g) Members of the Grievance Committee may not serve on any other City body that
18 advises on issues relating to homelessness, including but not limited to the Commission,
19 Shelter Monitoring Committee, and Local Homeless Coordinating Board, during their term(s)
20 on the Grievance Committee.

21 (h) Continuing Membership on the Grievance Committee.

22 (1) Members of the Grievance Committee seated as of the effective date of the
23 ordinance in Board File No. _____ shall by operation of law remain members of the
24 Grievance Committee for one year from the effective date of said ordinance. New terms for
25 members of the Grievance Committee shall commence on that date, and the Commission

1 shall make appointments to the Grievance Committee for those terms in accordance with
2 subsection (h)(2). Members of the Grievance Committee seated as of that date shall be
3 eligible for reappointment to the Grievance Committee by the Commission, in accordance with
4 this Section 5.36-2.

5 (2) To provide for staggered terms, the members appointed by the Commission
6 to Seats 2, 4, 6, 8, 10, and 12 shall serve for an initial term of two years; thereafter the term
7 for Seats 2, 4, 6, 8, 10, and 12 shall be a four-year term. The members appointed by the
8 Commission to Seats 1, 3, 5, 7, 9, 11, and 13 shall serve for an initial term of four years.

9
10 **SEC. 5.36-3. ORGANIZATION AND TERMS OF OFFICE.**

11 (a) Each member in Seats 1 through 12 shall serve at the pleasure of the member's
12 appointing authority for a term of four years, except as qualified in subsection (h)(2) of Section
13 5.36-2.

14 * * * *

15
16 **SEC. 5.36-4. DUTIES.**

17 The Grievance Committee shall perform the following functions:

18 (a) Advise the Department on the Shelter Grievance Policy, as described in Article
19 XVIII of Chapter 20 of the Administrative Code, including the Department's administration of
20 the policy and its regulations promulgated under the policy, and recommend any appropriate
21 changes to the Department.

22 (b) Receive and review reports relating to the Shelter Grievance Policy, including
23 but not limited to, reports sent to the Department under Administrative Code Section 20.18-8.

1 (c) Receive complaints regarding arbitrators as provided in Section 20.18-9 of the
2 Administrative Code and recommend to the Department any appropriate action in response to
3 such complaints.

4 (d) Provide an annual written report to the Commission by March 1 of each year
5 regarding the activities of the Grievance Committee during the previous calendar year, and,
6 upon the Commission’s request, provide more frequent report(s).

7
8 Section 35. Regarding the Shelter Monitoring Committee, the Administrative Code is
9 hereby amended by revising Article XII of Chapter 20, Sections 20.300, 20.303, and 20.304,
10 through 20.307, and 20.312, to read as follows:

11
12 **SEC. 20.300. FINDINGS.**

13 The Board of Supervisors finds and declares the following:

14 (a) The City and County of San Francisco funds shelters and resource centers that
15 serve homeless people; and

16 (b) There is a significant public interest in determining that the homeless shelters
17 that the City funds are safe and sanitary, that the shelters' policies and procedures are fair
18 and meet the needs of the clients accessing shelter services; that operators receiving City
19 funds are complying with their contractual obligations to the City, and that shelter clients
20 benefit from the expenditure of public funds; and

21 (c) The Mayor, the Board of Supervisors, the Homelessness Oversight Commission
22 (“Commission”), established by Charter Section 4.133~~Local Homeless Coordinating Board~~, any
23 future advisory body created by the City and County of San Francisco, and the public, among
24 others, need to be able to access accurate and comprehensive information regarding shelters.

1 **SEC. 20.303. PURPOSE.**

2 The purpose of the Committee is to provide the Mayor, the Board of Supervisors, the
3 Commission Local Homeless Coordinating Board, the public, and any other appropriate agency
4 with accurate, comprehensive information about the conditions in and operations of shelters
5 covered by this Article XII, as well as City policies in place that affect operations of shelters or
6 their impact on shelter clients.

7
8 **SEC. 20.304. POWERS AND DUTIES.**

9 The Committee shall have all of the powers and duties necessary to carry out the
10 functions of the Committee as follows:

11 * * * *

12 (b) Reports. The Committee shall prepare and submit quarterly reports that shall
13 include but not be limited to information on the following: safety in the shelter, cleanliness in
14 the shelter, disability access to and within the shelter, family life in the shelter, a review of
15 policies and procedures in place at the shelter, and any information received regarding the
16 treatment and personal experiences of shelter residents. In order to enable the Committee to
17 prepare reports required under this subsection (b), City departments that contract for services
18 at a shelter that is under review must respond within 15 days to any reasonable request for
19 information submitted by the Committee relative to the shelter or to City policies that affect
20 shelter clients. The reports shall also include recommended action steps for the shelter and
21 for the City department that contracts for services at the shelter. City departments and the
22 reports referenced in this subsection shall not identify shelter residents or disclose any
23 confidential information concerning shelter residents consistent with state and federal law.
24 The Committee may issue emergency reports at any time it deems necessary. The reports
25 shall be provided to: 1) the Mayor, 2) the Board of Supervisors, 3) the Commission Local

1 ~~Homeless Coordinating Board~~, 4) the appropriate City department responsible to take action, 5)
2 the City department that contracts for services at the shelter, 6) the shelter under review, and
3 7) the public. These reports shall be public documents. Any City department identified in the
4 report as responsible to take action recommended in the report shall, within 30 days of
5 issuance of the report, provide to the Board of Supervisors a departmental report setting forth
6 how the department intends to respond to the Committee's recommendations.

7
8 **SEC. 20.305. MEMBERSHIP AND ORGANIZATION.**

9 (a) The membership of the Committee shall reflect the diversity of the homeless
10 people that access shelter in the City. The Committee shall consist of 12~~3~~ members,
11 appointed by the Homelessness Oversight Commission ("Commission") as follows:

12 Seat 1 shall be held by a person who is homeless or formerly homeless, and who is
13 living or has lived with the person's homeless child under the age of 18, ~~appointed by the~~
14 ~~Board of Supervisors.~~

15 Seat 2 shall be held by a person who is homeless or has been homeless within the
16 three years prior to being appointed to the Committee, and who has a disability, ~~appointed by~~
17 ~~the Board of Supervisors.~~

18 Seats 3 and 4 shall be held by a persons with experience providing direct services to
19 homeless people through a community setting, ~~appointed by the Board of Supervisors.~~

20 Seat 5~~4~~ shall be held by a person nominated by one or more community agencies
21 that provide behavioral health, housing placement, or other services to homeless people,
22 ~~appointed by the Board of Supervisors.~~

23 Seat 6~~5~~ shall be held by a person who is homeless or formerly homeless, and who
24 has been nominated by one or more nonprofit agencies that provide advocacy or organizing
25 services for homeless people, ~~appointed by the Board of Supervisors.~~

1 Seats 7 and 8 shall be held by a persons nominated by one or more nonprofit
2 agencies that provide advocacy or organizing services for homeless people, ~~appointed by the~~
3 ~~Board of Supervisors.~~

4 ~~—Seat 7 shall be held by a person nominated by one or more nonprofit agencies that~~
5 ~~provide advocacy or organizing services for homeless people, appointed by the Local~~
6 ~~Homeless Coordinating Board.~~

7 Seats 9 and 10 shall be held by a persons who are homeless or formerly
8 homeless, and who has experience providing direct services to homeless people through
9 a community setting, ~~appointed by the Local Homeless Coordinating Board.~~

10 ~~—Seat 9 shall be held by a person with experience providing direct services to~~
11 ~~homeless people through a community setting, appointed by the Local Homeless~~
12 ~~Coordinating Board.~~

13 Seat 11 shall be held by a person who is homeless or formerly homeless, and who
14 has been nominated by one or more community agencies that provide behavioral health,
15 housing placement, or other services to homeless people, ~~appointed by the Local Homeless~~
16 ~~Coordinating Board.~~

17 ~~—Seat 11 shall be held by an employee of the Department of Homelessness and~~
18 ~~Supportive Housing, appointed by the Mayor.~~

19 Seat 12 shall be held by an employee of the Department of Public Health, ~~appointed~~
20 ~~by the Mayor.~~

21 ~~—Seat 13 shall be held by a person who is homeless or formerly homeless, and who~~
22 ~~has experience providing direct services to homeless people through a community setting,~~
23 ~~appointed by the Mayor.~~

24 In making its their appointments to the Committee, the Commission is appointing
25 authorities are encouraged to select people who are bilingual.

1 * * * *

2 (d) Members of the Committee may not serve on any other City body that advises
3 on issues relating to homelessness, including but not limited to the Commission, Local
4 Homeless Coordinating Board, and Shelter Grievance Advisory Committee, during their
5 term(s) on the Committee.

6
7 **SEC. 20.306. TERMS OF OFFICE.**

8 (a) ~~The terms of members of the Committee in office on December 31, 2020,~~
9 ~~expired on December 31, 2020, by operation of law.~~Continuing Membership on the
10 Committee. Members of the Committee seated as of the effective date of the ordinance in
11 Board File No. _____ shall by operation of law remain members of the Committee for one
12 year from the effective date of said ordinance. New terms for members of the Committee
13 shall commence on that date, and the Commission shall make appointments to the
14 Committee for those terms in accordance with Section 20.305. Members of the Committee
15 seated as of that date shall be eligible for reappointment to the Committee by the
16 Commission.

17 (b) ~~The appointing authorities shall appoint members to new terms, which shall~~
18 ~~commence on the effective date of the ordinance in Board of Supervisors File No. 210115~~
19 ~~reenacting this Article XII.~~To provide for staggered terms, the members appointed to Seats, 2,
20 4, 6, 8, 10, and 12 shall serve for an initial term of one year; thereafter the term for Seats, 2, 4,
21 6, 8, 10, and 12 shall be a two-year term. The members appointed to Seats 1, 3, 5, 7, 9, 11,
22 and 13 shall serve for an initial term of two years.

23 ~~—(c) For Committee members in even-numbered seats, the term beginning on the~~
24 ~~effective date of the aforementioned ordinance shall expire on July 1, 2022 be one year¹, and~~
25 ~~for Committee members in odd-numbered seats, the term beginning on the effective date of~~

1 the aforementioned ordinance shall expire on July 1, 2023, if this Article XII is extended
2 beyond its sunset date in Section 20.310 be two years¹. After the transitional terms that
3 begin January 1, 2019¹

4 ~~—(d) If this Article XII is extended beyond its sunset date in Section 20.310, the term~~
5 ~~of office of each Committee member shall be two years, commencing on the July 1 date of~~
6 ~~expiration stated in subsection (c).~~

7 ~~—(e) Persons who served as Committee members upon the earlier expiration of the~~
8 ~~Committee on December 31, 2020, may be appointed to serve again as Committee members.~~
9 ~~Committee members appointed to fill the terms established in subsection (b) may be~~
10 ~~reappointed upon expiration of their terms, if this Article XII is extended beyond its sunset date~~
11 ~~in Section 20.310.~~

12 ~~—(f) The Committee shall come into existence upon appointment of a majority of its~~
13 ~~members.~~

14 ~~(cg)~~ In the event that a vacancy occurs during the term of office of any Committee
15 member, a successor shall be appointed by the Commission member's appointing authority to
16 complete the expired term of office.

17
18 **SEC. 20.307. MEETINGS; ADMINISTRATIVE SUPPORT.**

19 (a) The Committee shall meet a minimum of once per quarter at such times and
20 places as the Committee shall designate.

21 (b) The Department of Homelessness and Supportive Housing ~~Public Health~~ shall
22 provide clerical and administrative support and staffing for the Committee.

23
24 **SEC. 20.312. COORDINATION WITH HOMELESSNESS OVERSIGHT**
25 **COMMISSION ~~LOCAL HOMELESS COORDINATING BOARD.~~**

1 The Chair of the Shelter Monitoring Committee, or ~~his or her~~the Chair's designee,
2 shall attend ~~all~~ meetings of the Homelessness Oversight Commission ("Commission")~~Full~~
3 ~~Local Homeless Coordinating Board and Local Homeless Coordinating Board Steering~~
4 ~~Committee in order,~~ as scheduled by the Commission, to regularly report on this Committee's
5 site visits and recommended actions based on those site visits.

6
7 Section ~~56~~. Regarding the Our City, Our Home Oversight Committee, the Business
8 and Tax Regulations Code is hereby amended by revising Article 28, Section 2810, to read as
9 follows:

10
11 **SEC. 2810. DEPOSIT OF PROCEEDS; EXPENDITURE OF PROCEEDS.**

12 * * * *

13 (e) Our City, Our Home Oversight Committee.

14 (1) By February 28, 2019, the Board of Supervisors shall establish by ordinance
15 the Our City, Our Home Oversight Committee ("Oversight Committee") to make
16 recommendations to the Mayor, ~~and~~ the Board of Supervisors, the Health Commission, and the
17 Homelessness Oversight Commission to ensure that the Our City, Our Home Fund is
18 administered in a manner consistent with the provisions of this Section 2810.

19 (2) The purpose of the Oversight Committee shall be to monitor and make
20 recommendations in the administration of the Our City, Our Home Fund, to take steps to
21 ensure that the fund is administered in a manner accountable to the community and
22 consistent with the law, and to advise the Board of Supervisors, the Health Commission, and the
23 Homelessness Oversight Commission on appropriations from the Our City, Our Home Fund. As
24 part of this purpose, the Oversight Committee shall:

1 (A) Develop recommendations for prioritizing the use of funds appropriated from
2 the Our City, Our Home Fund;

3 (B) By December 31, 2019, and every three years thereafter, conduct a needs
4 assessment with respect to homelessness and Homeless populations, including but not
5 limited to an assessment of available data on subpopulations with regard to race, family
6 composition, sexual orientation, age, and gender served by the programs and expenditures
7 described in Section 2810(b)(3), and make annual recommendations about appropriations
8 from the Our City, Our Home Fund to the Board of Supervisors, the Health Commission, and the
9 Homelessness Oversight Commission consistent with that needs assessment, and such needs
10 assessment shall inform the Department of Homelessness and Supportive Housing's strategic planning
11 process;

12 (C) Promote and facilitate transparency in the administration of the Our City, Our
13 Home Fund.

14 (D) Promote implementation of the programs funded by the Our City, Our Home
15 Fund in a culturally sensitive manner.

16 * * * *

17
18 Section 57. Also regarding the Our City, Our Home Oversight Committee, the
19 Administrative Code is hereby amended by revising Article XLI of Chapter 5, Section 5.41-2,
20 to read as follows:

21
22 **SEC. 5.41-2. PURPOSES AND DUTIES.**

23 The Committee shall have the following purposes and duties:

24 (a) All the purposes and duties as set forth in Business and Tax Regulations Code
25 Section 2810(e)(1) and (2).

1 (b) Identify barriers to safe and successful exits out of homelessness, and propose
2 to the Board of Supervisors, ~~and~~ the Mayor, the Health Commission, and the Homelessness
3 Oversight Commission ways to reduce those barriers or the impact of those barriers.

4 (c) Solicit substantive input from people who are Homeless regarding spending
5 priorities. The Committee may seek this input through all appropriate means, including but not
6 limited to conducting surveys and focus groups, and coordinating with community
7 organizations that conduct outreach and/or provide services to Homeless people.

8 (d) Each needs assessment conducted in accordance with Business and Tax
9 Regulations Code Section 2810(e)(2)(B) shall be provided in the form of a written report within
10 the time frames there specified. The needs assessment specified in Section 2810(e)(2)(B)
11 shall include an assessment of the needs of Homeless people with disabilities, and the report
12 shall include an assessment of available data regarding the disability status of Homeless
13 people served by the programs and expenditures described in Business and Tax Regulations
14 Code Section 2810(b)(3). Each needs assessment shall be transmitted to the Department of
15 Homelessness and Supportive Housing to inform the Department's strategic planning process.

16 (e) In conjunction with each needs assessment report, at least 60 days before
17 issuing the report, the Committee shall provide a draft of the report to each City department
18 discussed in the report, and allow the department 30 days to provide a written response to the
19 Committee. The Committee shall include any such responses that it timely receives from
20 departments in the report.

21 (f) For purposes of this Section 5.41-2, the term "Homeless" has the same meaning
22 as in Business and Tax Regulations Code Section 2810(h)(1).

23
24 Section 8. Regarding the Mayor's Fund for the Homeless, the Administrative Code is
25 hereby amended by revising Article XIII of Chapter 10, Section 10.100-106, to read as follows:

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SEC. 10.100-106. MAYOR’S FUND FOR THE HOMELESS.

* * * *

(c) Administration of Fund. The Director of the Department of Homelessness and Supportive Housing, or the Director’s designee, is authorized to administer the Mayor’s Fund for the Homeless and to determine expenditures from the fund, in keeping with the intended uses of the fund. The ~~director~~ Director or the Director’s designee shall report regularly to the Homelessness Oversight Commission~~City’s Local Homeless Coordinating Board~~ on deposits to and expenditures from the fund.

Section 9. Regarding the Navigation Partnerships Fund, the Administrative Code is hereby amended by revising Article XIII of Chapter 10, Section 10.100-160, to read as follows:

SEC. 10.100-160. THE NAVIGATION PARTNERSHIPS FUND.

* * * *

(d) Reporting Requirement. The Department of Homelessness and Supportive Housing shall report at least annually to the Board of Supervisors and the Homelessness Oversight Commission~~Local Homeless Coordinating Board~~ on private donations, grants, gifts, and bequests of money to and expenditures from the Fund.

Section 610. Effective Date. This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor’s veto of the ordinance.

1 Section 711. Scope of Ordinance. In enacting this ordinance, the Board of
2 Supervisors intends to amend only those words, phrases, paragraphs, subsections, sections,
3 articles, numbers, punctuation marks, charts, diagrams, or any other constituent parts of the
4 Municipal Code that are explicitly shown in this ordinance as additions, deletions, Board
5 amendment additions, and Board amendment deletions in accordance with the “Note” that
6 appears under the official title of the ordinance.

7
8
9 APPROVED AS TO FORM:
10 DAVID CHIU, City Attorney

11 By: /s/ Henry L. Lifton
12 HENRY L. LIFTON
13 Deputy City Attorney

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LEGISLATIVE DIGEST

(Amended 2/13/2023)

[Administrative, Business and Tax Regulations Codes - Homelessness Oversight Commission and Related City Bodies]

Ordinance amending the Administrative Code and Business and Tax Regulations Code as required by Proposition C, adopted at the November 8, 2022 election, to provide that the Homelessness Oversight Commission (“Commission”) appoint all members of the Local Homeless Coordinating Board (“Coordinating Board”); that the Coordinating Board’s sole duties are to serve as the governing body required to participate in the federal Continuum of Care program and to advise the Commission on issues relating to the Continuum of Care; that the Shelter Monitoring Committee (“Monitoring Committee”) advise the Commission in lieu of the Coordinating Board; that the Our City, Our Home Oversight Committee (“Oversight Committee”) advise and make recommendations to the Commission and the Health Commission; and that the Oversight Committee inform the Department of Homelessness and Supportive Housing’s strategic planning process; and make further amendments not required by Proposition C to increase the number of seats on the Coordinating Board from nine to eleven; decrease the number of seats on the Monitoring Committee from twelve to thirteen; align the Coordinating Board’s member qualifications with Continuum of Care requirements; prohibit members of the Coordinating Board, the Monitoring Committee, and the Shelter Grievance Advisory Committee (“Grievance Committee”) from serving on other City bodies related to homelessness; provide that the Commission appoint members of the Grievance Committee and the Monitoring Committee; require the Director of the Department of Homelessness and Supportive Housing (“Department”) attend Commission meetings and provide administrative support to the Commission and the Monitoring Committee; remove the Mayor’s sole authority to appoint and remove the Director of the Department; require the Department to report to the Commission in lieu of the Coordinating Board for the Mayor’s Fund for the Homeless and the Navigation Partnerships Fund; and require that the Grievance Committee and the Monitoring Committee provide reports to the Commission.

Existing Law

Currently, the Mayor, Board of Supervisors, and the Controller appoint all members of the Local Homeless Coordinating Board (“Coordinating Board”), which currently consists of nine members. In addition to serving as the governing body of the federal Continuum of Care program, pursuant to 24 C.F.R. Part 578, the Coordinating Board advises the Department of Homelessness and Supportive Housing (“Department”) on homeless policy and budget allocations.

The Director of the Department is currently appointed by the Mayor and serves at the pleasure of the Mayor. The Director or the Director's designee attends meeting of the Coordinating Board. The Shelter Grievance Advisory Committee ("Grievance Committee") is currently appointed by the Coordinating Board. And, the Our City, Our Home Oversight Committee makes recommendations to the Mayor and the Board of Supervisors.

The Shelter Monitoring Committee ("Monitoring Committee") currently issues reports to the Mayor, Board of Supervisors, the Coordinating Board, appropriate City departments, the relevant shelter, and the public. The committee also currently consists of 13 members appointed by the Board of Supervisors, the Mayor, and the Coordinating Board. The Department of Public Health provides administrative support and staffing for the Monitoring Committee and the chair of the committee attends meetings of the Coordinating Board.

Amendments to Current Law

On November 8, 2022, the voters approved Proposition C, which established the Homelessness Oversight Commission ("Commission") to oversee the Department. One subsection of Proposition C, codified in Charter Section 4.133(h), requires the City to enact an ordinance to amend various provisions of the Administrative and Business and Tax Regulations Codes to reflect changes to the duties, methods of appointment, and reporting structures of several City bodies that advise on issues relating to homelessness. The intent of this ordinance is to comply with the requirement set forth in Charter Section 4.133(h).

This ordinance would also make changes that are not required by Proposition C. These changes include increasing the number of seats on the Coordinating Board from nine to eleven, revising the qualifications of members of the Coordinating Board to align with federal requirements, and staggering the terms of the members. The ordinance would also authorize the Coordinating Board to create subcommittees, and require the board to advise the Commission on the federal Continuum of Care. The ordinance would also prohibit members of the Coordinating Board, Monitoring Committee, and Grievance Committee from serving on other City bodies related to homelessness.

Because the Commission has all power and duties listed in Charter Section 4.102, including nomination and removal of a department head, the ordinance would remove the Mayor's sole authority to appoint and remove the Director of the Department. The ordinance would also require the Department to provide administrative support to the Commission and the Monitoring Committee, and require that the Director of the Department attend meetings of the Commission, rather than meetings of the Coordinating Board. The Department would also report to the Commission, rather than the Coordinating Board, regarding the Mayor's Fund for the Homeless and the Navigation Partnerships Fund.

The ordinance would also provide for the Commission to appoint all members of the Grievance Committee, other than the seat appointed by the Director of Health, modify the

composition of that committee, stagger the terms of the members, and require the committee to report to the Commission at least once a year.

The ordinance would decrease the number of seats on the Monitoring Committee from thirteen to twelve, provide for the Commission to appoint all members of the Monitoring Committee, and stagger the terms of the members. The ordinance would also require that committee to report to the Commission rather than the Board of Supervisors and the Mayor.

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DEPARTMENT OF
HOMELESSNESS AND
SUPPORTIVE HOUSING

Commission Implementation Update: Streamline Oversight Bodies

Rules Committee | February 13, 2023



Homelessness Oversight Commission

- San Francisco voters passed **Prop C (2022)** with **67% of the vote** approving establishment of a Homelessness Oversight Commission.
- **Seven members** with **four mayoral** and **three Board appointees**.
- **Powers** and **duties** of a standard commission, including: approving budgets, hold hearings, conduct performance audits, provide an annual report.
- **March 1, 2023:** Deadline for initial appointments.
- **May 1, 2023:** Earliest date commission can launch.
- Pending legislation will further streamline oversight bodies.

Required Changes to Oversight Bodies

- Prop C (2022) **required certain changes** to the Administrative Code.
- Ordinance to implement requirements introduced on **Dec. 6, 2022.**
- Impact on LHCB:
 - Makes commission the **appointing authority** for members.
 - **Scopes LHCB's role to Continuum of Care programs and advising Commission on CoC-related issues.**
- Requires **Shelter Monitoring Committee & Our City, Our Home Committee** to provide information and recommendations to the commission.

Amendments: Additional Changes to Oversight Bodies

- Introducing legislative amendments in February to **further streamline oversight**.
- Prohibits members from serving on multiple bodies (Commission, LHCB, SMC, SGAC)

Institution	Changes
LHCB	<ul style="list-style-type: none">• Increases number of seats from 9 to 11.• Makes member qualifications flexible to align with federal requirements.• Ends current terms on Sept. 1, 2023, and staggers terms: 5 seats will have an initial two-year term and 6 seats will have the standard four-year term.• Allows LHCB to create subcommittees.• Requires LHCB to hold regular meetings; allows LHCB to create subcommittees.

Amendments: Additional Changes to Oversight Bodies

Institution	Changes
Shelter Grievance Advisory Committee	<ul style="list-style-type: none">• Commission appoints 12 of the 13 members• Committee sends reports to the Commission instead of the LHCB.• New requirement for annual written report sent to Commission by March 1.
Shelter Monitoring Committee	<ul style="list-style-type: none">• Commission has authority to appoint all members,• HSH representative is removed; additional DPH representative added,• HSH must provide administrative support and staffing.• Chair or designee must regularly attend Commission meetings.
HSH	<ul style="list-style-type: none">• Attend commission meetings and provide administrative support.



DEPARTMENT OF
HOMELESSNESS AND
SUPPORTIVE HOUSING

Questions?

Thank you.

Implementing Proposition C

Streamlining Advisory Bodies

Supervisor Ahsha Safaí

November's Proposition C established greater accountability for homelessness services:

New Commission to set homelessness policy in a public forum

Mandatory Controller's audits of homelessness services—both city-delivered and non-profit provided

Streamline advisory bodies to improve efficiency and reduce conflict

Prop C requires an ordinance that:

Focuses the Local Homeless Coordinating Board solely on the Continuum of Care and makes clear that the Commission appoints its members

Ensures the Shelter Monitoring Committee will advise the Commission on shelter conditions

Establishes Our City, Our Home as a body that makes recommendations to the Commission on the budget and strategic planning processes

Further Amendments/Duplicate File

- Improves the city's ability to get federal grants by increasing the number of seats on the LHCB and align member qualifications more closely to Continuum of Care requirements
- Provides more comprehensive focus on shelter conditions by empowering the Commission to appoint the Shelter Grievance Advisory Committee and the Shelter Monitoring Committee
- Streamline other reporting requirements to ensure the Commission is the sole policy and fiscal body overseeing the Department of Homelessness and Supportive Housing



City and County of San Francisco
Shelter Monitoring Committee

February 15, 2023

Board of Supervisors
San Francisco City Hall
1 Dr. Carlton B Goodlett Place, #244
San Francisco, CA 94102

RE: Shelter Monitoring Committee Resolution on the Ordinance amending the Administrative Code and Business and Tax Regulations Code as required by Proposition C, adopted at the November 8, 2022 election, to provide that the Homelessness Oversight Commission...provide administrative support to...the [Shelter] Monitoring Committee (BOS Rules Committee File [230125](#))

Dear Supervisor Safai and Members of the Board of Supervisors:

The Shelter Monitoring Committee voted on and approved the following resolution in its regular meeting of February 15, 2023.

Sincerely,

DocuSigned by:

A blue ink signature of Diana Almanza, appearing as a stylized 'D' and 'A'.

813A89AB5463488

Diana Almanza, Chair

DocuSigned by:

A blue ink signature of Cris Plunkett, appearing as a stylized 'C' and 'P'.

91792C5BC7DB405...

Cris Plunkett, Vice Chair



City and County of San Francisco
Shelter Monitoring Committee

WHEREAS, San Francisco Administrative Code Section SEC. 20.302 establishes the Shelter Monitoring Committee, giving it the mandate to “document its findings, submit reports consistent with [Article XII] to the Mayor, the Board of Supervisors, the Local Homeless Coordinating Board, the public, and any other entity, as appropriate. Subject to the fiscal and budgetary provisions of the Charter, the Department of Public Health shall assign two full-time employees to staff the Shelter Monitoring Committee. The Committee shall, among other things, receive and document complaints made to the Committee regarding shelters”; and

WHEREAS, the Department of Homelessness and Supportive Housing—despite the fact that it holds most of the contracts between the City and shelters, and in practice works in close cooperation with shelters to manage expenses and ensure their smooth operation, sharing many common interests with shelter managers—was tasked with drafting the very ordinance required by Proposition C that is supposed to assist the Homelessness Oversight Commission in overseeing said department, and included a clause stating that it will provide administrative support to the Shelter Monitoring Committee (replacing the Department of Public Health); and

WHEREAS, the Shelter Monitoring Committee—whose purpose is to provide the public and appropriate agencies with accurate, comprehensive information about the conditions in and operations of shelters, as well as City policies in place that affect operations of shelters or their impact on shelter clients—did not have the opportunity to provide input into the drafting of said ordinance; and

WHEREAS, Article II, Section 5 of the bylaws of the Shelter Monitoring Committee states that Committee Members shall *not* conduct site visits at a site where their agency holds a contract with said site, to avoid the potential conflict of interest this would entail and to be in a position to objectively assess and to offer serious, constructive criticism of shelters; and

WHEREAS, moving administration of the Shelter Monitoring Committee from the Department of Public Health to the Department of Homelessness and Supportive Housing would make said Committee *less* effective, insofar as the staff of the Shelter Monitoring Committee, who interact with unhoused clients regularly and frequently, would be less able to gain their confidence and, as front-line staff of the Department of Homelessness and Supportive Housing, less likely to be seen by clients as impartial; and

WHEREAS, leaving out the clause that moves administration of the Shelter Monitoring Committee from the Department of Public Health to the Department of Homelessness and Supportive Housing will in no way impede the implementation of Proposition C; now, therefore, be it

RESOLVED, That Shelter Monitoring Committee requests and recommends that what is not broken not be “fixed”; and, be it

FURTHER RESOLVED, That the staff of Shelter Monitoring Committee not be moved under the administration of the Department of Homelessness and Supportive Housing, but instead remain, independent and impartial, under the administration of the Department of Public Health, where they have resided for almost two decades and are in an excellent position to assist the Members of the Shelter Monitoring Committee to provide accurate, comprehensive information about the conditions in and operations of shelters covered by Article XII of the San Francisco Administrative Code, without having to consider whether senior HSH staff may look askance at the findings of said Committee when or if these could be seen as critical of the Department of Homelessness and Supportive Housing or entail significant efforts on their part to resolve.

BOARD of SUPERVISORS




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TDD/TTY No. (415) 554-5227

MEMORANDUM

Date: February 6, 2023

To: The Honorable Members, Board of Supervisors

From:  Angela Calvillo, Clerk of the Board

Subject: Administrative Code - Department of Homelessness and Supportive Housing (File No. 221246)

Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided.

File No. 221246 Administrative, Business and Tax Regulations Codes - Homelessness Oversight Commission and Related City Bodies

On November 8, 2022, the voters approved Proposition C, which established the Homelessness Oversight Commission to oversee the Department. One subsection of Proposition C, codified in Charter Section 4.133(h), requires the City to enact an ordinance to amend various provisions of the Administrative and Business and Tax Regulations Codes to reflect changes to the duties, methods of appointment, and reporting structures of several City bodies that advise on issues relating to homelessness. The intent of this Proposed Ordinance is to comply with the requirements set forth in Charter Section 4.133(h).

- Does a current body address the same or similar subject matter?

Yes. Proposition C, passed by the voters on November 8, 2022, change the duties and composition of the Local Homeless Coordinating Board (LHCB).



- Language requiring the body to meet at least once every four months

Charter Section 5.31-5(a), entitled "Meetings and Procedures," states "The Coordinating Board shall hold a meeting not less than once every month."

- Language indicating members serve at the pleasure of the appointing authority

Page 3, line 11, Section 5.31-3(a), entitled "Organization and Terms of Office," states "Each member of the Coordinating Board shall serve at the pleasure of the Commission."

- Language establishing attendance requirements

Page 4, line 5, Section 5.31-3(d), entitled "Organization and Terms of Office," states "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."

- Number of seats and qualifications

Page 2, line 10, Section 5.31-2, entitled "Membership," states "The Coordinating Board shall be comprised of nine members, appointed by the Homelessness Oversight Commission (previously Four members are appointed by the Mayor, four by the Board of Supervisors, and one by the Controller).

- *Seat 1 shall be held by a homeless or formerly homeless person.*
- *Seats 2-9 shall be held by person who represents 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.*

- Term limits (i.e., commencement date? staggered terms?)

Page 3, line 11, Section 5.31-3(a), entitled "Organization and Terms of Office," states "Each member of the Coordinating Board shall serve at the pleasure of the Commission for a term of four years, except as qualified in subsection (a)(2) and (a)(4). The ordinance does not specify how many successive terms a member may serve.

- Administering department

The Department of Homelessness and Supportive Housing (DHS) would provide administrative support to the Coordinating Board.



- Reporting requirements

The Coordinating Board would serve as the Continuum of Care governing body in accordance with applicable U.S. Department of Housing and Urban Development ("HUD") rules and regulations. The Board would advise the Department of Homelessness and Supportive Housing on homeless policy and budget allocations.

On a semi-annual basis, the Coordinating Board provides a written report to the Board of Supervisors consisting of the following information: updates on the implementation of the Continuum of Care Plan and the Ten-Year Plan, the status of the integration and coordination of the Ten-Year Plan with the Continuum of Care Plan, the status of McKinney funding, a report from the Shelter Monitoring Committee and any other policy issues of which the Local Board wishes to inform the Board of Supervisors.

- Sunset date

These bodies are established by voter initiative; therefore, a sunset date is not appropriate since it will exist as long as the code authority enacted.




MATT DORSEY

MEMORANDUM

DATE: February 23, 2023

TO: Angela Calvillo
Clerk of the Board of Supervisors

FROM: Supervisor Matt Dorsey 
Chairperson, Rules Committee

RE: Rules Committee
COMMITTEE REPORT

Pursuant to Board Rule 4.20, as Chair of The Rules Committee, I have deemed the following matters are of an urgent nature and request it be considered by the full Board on Tuesday, February 28, 2023, as a committee report.

221008 Limiting Teleconferencing and Remote Public Comment at Meetings of the Board of Supervisors and its Committees

Motion discontinuing remote participation by members of the Board of Supervisors (“Board”) at meetings of the Board and its committees for reasons related to COVID-19; and discontinuing remote public comment by members of the public at meetings of the Board and its committees, except as legally required to enable people with disabilities to participate in such meetings.

230125

Administrative, Business and Tax Regulations Codes - Homelessness Oversight Commission and Related City Bodies

Ordinance amending the Administrative Code and Business and Tax Regulations Code as

required by Proposition C, adopted at the November 8, 2022 election, to provide that the Homelessness Oversight Commission (“Commission”) appoint all members of the Local Homeless Coordinating Board (“Coordinating Board”); that the Coordinating Board’s sole duties are to serve as the governing body required to participate in the federal Continuum of Care program and to advise the Commission on issues relating to the Continuum of Care; that the Shelter Monitoring Committee (“Monitoring Committee”) advise the Commission in lieu of the Coordinating Board; that the Our City, Our Home Oversight Committee (“Oversight Committee”) advise and make recommendations to the Commission and the Health Commission; and that the Oversight Committee inform the Department of Homelessness and Supportive Housing’s strategic planning process; and make further amendments not required by Proposition C to increase the number of seats on the Coordinating Board from nine to eleven; decrease the number of seats on the Monitoring Committee from twelve to thirteen; align the Coordinating Board’s member qualifications with Continuum of Care requirements; prohibit members of the Coordinating Board, the Monitoring Committee, and the Shelter Grievance Advisory Committee (“Grievance Committee”) from serving on other City bodies related to homelessness; provide that the Commission appoint members of the Grievance Committee and the Monitoring Committee; require the Director of the Department of Homelessness and Supportive Housing (“Department”) attend Commission meetings and provide administrative support to the Commission and the Monitoring Committee; remove the Mayor’s sole authority to appoint and remove the Director of the Department; require the Department to report to the Commission in lieu of the Coordinating Board for the Mayor’s Fund for the Homeless and the Navigation Partnerships Fund; and require that the Grievance Committee and the Monitoring Committee provide reports to the Commission.

These matters will be heard at the regularly scheduled Rules Committee Meeting on Monday, February 27, 2023, at 10:00am.