

File No. 170227

Committee Item No. 6

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date March 8, 2017

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/> | Introduction Form (for hearings)             |
| <input type="checkbox"/>            | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

#### OTHER (Use back side if additional space is needed)

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|-------------------------------------|--------------------------|----------------|-------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Vacancy Notice | _____ |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Info Sheet     | _____ |
| <input type="checkbox"/>            | <input type="checkbox"/> |                | _____ |
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Completed by: Derek Evans

Date March 3, 2017

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document can be found in the file.



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: SF Local Homeless Coordinating Board

Seat # or Category (If applicable): #5 District:

Name: Laura Guzman

Home Address: [Redacted] San Leandro Zip: CA

Home Phone: [Redacted] Occupation: Director, Mission Neighborhood Resource Center

Work Phone: 415-869-7977 x 1007 Employer: Mission Neighborhood Health Center

Business Address: 165 Capp Street Zip: 94110

Business E-Mail: lauraguzman@mnhc.org Home E-Mail:

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [ ] No [x] If No, where registered: Alameda County

Resident of San Francisco [ ] Yes [x] No If No, place of residence: Alameda County

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I have been in the SF Local Homeless Coordinating Board serving as a disabled advocate on Seat #1, since it has been reconstituted by legislation in 2005, and as Co-Chair since 2011. I am a bilingual and bicultural Latina who is the founding director of the only homeless resource center in the Mission, which targets the Latino and immigrant communities impacted by homelessness - the only one that serves monolingual Spanish speakers in the City. As a trauma-survivor, I seek to represent communities who have been impacted by PTSD and the trauma of homelessness, which impact the large majority of the communities served by the LHCB.
As a policy planner and leader of the LHCB, I have assisted the Board to meet HUD regulations and be in compliance, participate in two Five-Year plans, and helped increase federal funding to the SF Continuum of Care, as it has held its position as one of the top-rated COCs in the country. In this new term, i will be chairing our Policy Committee, with the goal of assisting the City to identify, build and develop supportive housing and at the same time reduce anti-homeless laws, a new mandate by HUD and a necessary road to decrease criminalization, incarceration and ineffective use of funds. I am looking forward to this challenge.

**Business and/or professional experience:**

See resume attached.

**Civic Activities:**

Plaza 16 Coalition, 2014 to present  
San Francisco Local Homeless Coordinating Board, Co-Chair; 2005 to present  
Central City Hospitality House, Board of Directors, 2010 - 2013  
Coalition on Homelessness, Chair, Board of Directors, 2003 to 2010  
Harm Reduction Therapy Center, Member, Board of Directors, 2003 to 2010  
Positive Resource Center, Board of Directors, 2002-2003  
HIV Health Services Planning Council, Co-Chair, San Francisco EMA, 1999-2001  
HIV Educator, Federal Corrections Institution, Women's Facility, Dublin, 1996 - 2000  
Women AIDS Network, Member, Board of Directors, 1995  
Teaching Assistant, Criminal Law, New College of California, School of Law, SF, 1992

Have you attended any meetings of the Board/Commission to which you wish appointment?      Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. *(Applications must be received 10 days before the scheduled hearing.)*

**Date:** 2/27/2017      **Applicant's Signature: (required)** Laura Guzman

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

Save Form

Print Form



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: Local Homeless

Seat # or Category (If applicable): seat number 5 and 7 District: n/a

Name: Sophia Isom

Home Address: [Redacted] Zip: 94591

Home Phone: Occupation: HSA Program Director

Work Phone: 4155582329 Employer: San Francisco Human Services Agency

Business Address: 170 Otis San Francisco Zip: 94103

Business E-Mail: sophia.isom@sfgov.org Home E-Mail:

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [ ] No [x] If No, where registered: Solano County

Resident of San Francisco [ ] Yes [x] No If No, place of residence: Vallejo, CA

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I am program director within the Family Children Services Division that serve families and clients at risk or victims of child abuse and neglect. I have the oversight of staff and supervisors that serve clients between the ages 16-21 years of age. The majority of these clients come from disadvantaged background and are clients of color, specifically African American and Latino. Some of our clients are also victims of sexual abuse, prostitution and exploitation. These foster youth and young adults have a range of challenges dealing with poverty, homelessness, discrimination, and involvement in the criminal justice system. We serve foster youth who identify with the LGBTQ community. There are also clients with special cognitive, physical, developmental and emotional needs. Some of our clients are in the process of obtaining American citizenship as well.

**Business and/or professional experience:**

I have been working within the profession of child welfare for 25 years. My entire career has been in the city of San Francisco Human Services Agency. I have a Masters in Social Work Education and I have experience as a child welfare worker and Supervisor. I have been a program director for the last 16 years and my experience spans across emergency response investigations, family services, reunification, adoptions and the recruitment of foster parents. I currently have the oversight of youth between the ages of 16 and 21. I work with representatives that assist with supportive housing, employment and other services that helps foster youth prepare for self sufficiency as an adult. I represent the agency with local and state level meetings. I am a liaison for community care licensing and participate in several workgroups and committees that focus on practice and policy. I have several years of experience collaborating with various service providers, attorneys, judges, and youth. I conduct administrative reviews and teaming meetings to assess and make appropriate case management decisions for the youth and foster parents. I am the lead contact regarding the recent implementation of a Statewide law pertaining to the recruitment, retention and support for caregivers which is also known as the Resource Family Approval process.

**Civic Activities:**

I have been a registered and active voter and attended jury duty as required throughout my adult life.  
I served on the board of directors for the San Francisco Police Activities League for 23 years.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)

Date: 10/28/16 Applicant's Signature: (required) Sophia G. Isom

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

01/20/12



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: Local Homeless Coordinating Board

Seat # or Category (If applicable): Vacant Seat #5 or Vacant Seat #7 District:

Name: John Stanley Roman

Home Address: [Redacted], San Francisco, CA Zip: 94123

Home Phone: Occupation: Lawyer

Work Phone: 4153183562 Employer: Keller Sloan Roman LLP

Business Address: 555 Montgomery St., Suite 1700 Zip: 94111

Business E-Mail: jroman@ksrh.com Home E-Mail: [Redacted]

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [X] No [ ] If No, where registered:

Resident of San Francisco [X] Yes [ ] No If No, place of residence:

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I grew up in San Francisco's Mission District and have always been interested and concerned with San Francisco's homelessness problem. My aunt is the President of the National Alliance to End Homelessness, and my discussions with her about the issue gave me an early interest in the work needed to alleviate the problem and the issues remaining to be solved. My work with homelessness began when I was a student at Saint Ignatius College Prep and volunteered to work in Saint Anthony's Dining Room serving local homeless. While I was in college and law school, I followed the situation in San Francisco closely. When I graduated law school and began my work as an attorney in San Francisco, I decided that I wanted to do pro bono work, and I chose to volunteer for the Homeless Advocacy Project because homelessness is the issue that I care about most in San Francisco. As a pro bono volunteer with HAP, I have dealt with cases involving mental illness, criminal activity, and imminent homelessness. My main concern is with the mechanisms in San Francisco to deal with the chronically homeless who have mental illnesses. My experience is that it is very difficult to solve the problem of chronic homelessness without addressing the underlying mental problems that these individuals have. Finally, as a long-time resident of San Francisco's Mission District, I have experienced all different kinds of demographic qualities that are in need of help. I grew up in a time when many of my neighbors were dying because of AIDS, and it was not until about 1996 that this stopped being a regular occurrence. This early experience with the suffering of a particular community left a great effect on me, and has prompted me to understand and realize the problems that disadvantaged communities face on a regular basis.

**Business and/or professional experience:**

I am a litigation attorney in San Francisco, and I primarily do business and entertainment litigation. While this may not seem directly relevant to the issues of local homelessness, I believe the problem-solving and negotiation skills thta I have developed would be essential to the problem-solving necessary to navigate the problems that San Francisco's homeless community face. I also think that it is important to have representatives from all different parts of San Francisco's society who are interested in helping the homeless.

**Civic Activities:**

I am a pro bono voluneer for the Homeless Advocacy Project, where I do my best to prevent homelessness, and in one case dealt with a severely mentally ill man who was homeless, and after many attempts, finally got him the treatment that he needed. I dealt extensively with the City's mental health system and understand the problemis and issues that it faces.

I also volunteer as a coach for Lincoln High School's Mock Trial team, where I coach kids from Lincoln in the fundamentals of advocacy.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (*Applications must be received 10 days before the scheduled hearing.*)

Date: 2/28/17 Applicant's Signature: (required) John Stanley Roman

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

**FOR OFFICE USE ONLY:**

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## VACANCY NOTICE

### LOCAL HOMELESS COORDINATING BOARD

#### Replaces All Previous Notices

NOTICE IS HEREBY GIVEN of the following vacancies:

**Vacant seat 5** (formerly seat 1), succeeding Laura Guzman, term expired, shall represent 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, for the unexpired portion a four-year term ending October 21, 2019.

**Vacant seat 7** (formerly seat 3), succeeding Kim Armbruster, resigned, shall represent 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, for the unexpired portion of a four-year term ending October 21, 2018.

Reports: The Local Homeless Coordinating Board shall perform the following functions: (a) Serve as the Continuum of Care governing body in accordance with applicable U.S. Department of Housing and Urban Development ("HUD") rules and regulations, including but not limited to 24 CFR Part 578 et seq., as amended. The Board shall adopt and all members shall abide by, a written conflict of interest policy that complies with 24 CFR Part 578.95(b), as amended; and (b) Advise the Department of Homelessness and Supportive Housing on homeless policy and budget allocations.

Sunset Date: None.

Additional information relating to the Local Homeless Coordinating Board may be obtained by reviewing Board of Supervisors Ordinance No. 116-16, available at <http://sfbos.org/ordinances-2016> or by visiting the Local Homeless Coordinating Board website at <http://sfgov.org/lhcb/>.




Interested persons may obtain an application from the Board of Supervisors website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be residents of San Francisco, unless otherwise stated.

**Next Steps:**

- Seat Nos. 5 and 7: Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting, and applicant(s) may be asked to state their qualifications. The appointment(s) of individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

*Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Board is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-7702.*

  
Angela Calvillo  
Clerk of the Board

DATED/POSTED: September 2, 2016

San Francisco  
BOARD OF SUPERVISORS

Date Printed: March 3, 2017

Date Established: September 5, 1997

Active

**LOCAL HOMELESS COORDINATING BOARD**

**Contact and Address:**

Emily Cohen  
Department of Homelessness and Supportive Housing  
P. O. Box 7988  
San Francisco, CA 94120

Phone: (415) 554-7755

Fax: (415) 557-6033

Email: emily.cohen@sfgov.org

**Authority:**

Resolution Nos. 827-97; 926-99; 720-01; and 208-05. Ordinance No. 116-16.

**Board Qualifications:**

The Local Homeless Coordinating Board shall perform the following functions:

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

(b) Advise the Department of Homelessness and Supportive Housing on homeless policy and budget allocations.

The Coordinating Board shall hold a meeting not less than once every month. The Coordinating Board shall elect officers and shall establish rules or bylaws for its organization and procedures.

The Board shall consist of nine (9) members, as follows:

The Board of Supervisors will appoint:

> Four (4) members from one 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. One Board member

San Francisco  
BOARD OF SUPERVISORS

may represent the interests of more than one homeless subpopulation.

The Mayor shall appoint:

> One (1) member who shall be a homeless or formerly homeless person; and  
> Three (3) members from one 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. One Board member may represent the interests of more than one homeless subpopulation.

> The Controller shall appoint one (1) member from one 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. One Board member may represent the interests of more than one homeless subpopulation.

The Director of the Department of Homelessness and Supportive Housing or Director's designee shall attend meetings of the Local Homeless Coordinating Board, established by Chapter 5, Article XXXI of the Administrative Code, and the Department shall provide administrative and clerical staffing as needed to the Local Homeless Coordinating Board and provide the Board with the information it requests in the exercise of its duties.

Each member of the Coordinating Board shall serve at the pleasure of the member's appointing authority for a term of four years.

Reports: None.

Sunset Clause: None.

(The Board of Supervisors amended the "Continuum of Care Plan" to incorporate the recommendations of the Ad Hoc Committee's proposal and disbanded the original Local Board, effective August 1, 2005. A new "Local Homeless Coordinating Board" was reconstituted, effective August 1, 2005, with nine members - Resolution No. 208-05. On June 28, 2016, the Board of Supervisors passed Ordinance No. 116-16, which amended the Administrative Code to establish the Local Homeless Coordinating Board. The ordinance established new seat qualifications and duties.)