

BOARD of SUPERVISORS



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MEMORANDUM

Date: February 6, 2023

To: The Honorable Members, Board of Supervisors

From: *ACE* 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.