

File No. 171273

Committee Item No. 5

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

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date December 6, 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"/> | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/> | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | Memorandum of Understanding (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 checked="" type="checkbox"/> | <input type="checkbox"/> | Form 700                                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Vacancy Notice                               |
| <input type="checkbox"/>            | <input type="checkbox"/> | Information Sheet                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

### OTHER

(Use back side if additional space is needed)

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Completed by: Alisa Somera Date December 1, 2017

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



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

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2017 MAY 30 PM 4:00

**Application for Boards, Commissions, Committees, & Task Forces** AK

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

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

Name: Kelley Cutler

Home Address: [REDACTED] Zip: 94102

Home Phone: [REDACTED] Occupation: Human Rights Organizer

Work Phone: 415-346-3740 Employer: Coalition on Homelessness

Business Address: 468 Turk Street Zip: 94102

Business E-Mail: kcutler@cohsf.org 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  No  If No, where registered: \_\_\_\_\_

Resident of San Francisco  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 live and work in the Tenderloin neighborhood and interact with the residents on a daily basis. I thus experience many of the same issues and concerns as other Tenderloin and low-income residents.

**Business and/or professional experience:**

Client care at a dual diagnosis inpatient treatment center- 1997-2001  
Caregiver for a Veteran rated 100% disabled by the Department of Veteran Affairs- 2001-present  
Case Manager & outreach counselor at Larkin Street Youth Services- 2002-2008  
Graduated from SFSU School of Social Worker and interned for Bevan Duffy at the Mayor's Office of Housing Opportunity, Partnership & Engagement (HOPE)- 2012-2013  
Coalition on Homelessness- 2012-present

**Civic Activities:**

Currently work for the Coalition on Homelessness as a human rights organizer. I am also very active with Interfaith activities through the San Francisco Interfaith Council, Faith in Action and St. Dominic's social justice group.

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: 5/30/2017

Applicant's Signature: (required)

Kelley Cutler

(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 Coordinating Board

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

Name: John Stanley Roman

Home Address: [Redacted] 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 problems 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

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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

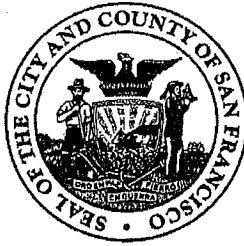
(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

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

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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 seat information and term expirations (**in bold**), appointed by the Board of Supervisors:

**Vacant Seat 5**, succeeding Laura Guzman, resigned, must represent one or more of the following homeless subpopulations: 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, 2019.

Seat 6, Deleano Seymour, term expires October 21, 2018, must represent one or more of the following homeless subpopulations: 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 a four-year term.

Seat 7, Sophia Isom, term expires October 21, 2018, must represent one or more of the following homeless subpopulations: 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 a four-year term.

Seat 8, Erick Brown, term expires October 21, 2018, must represent one or more of the following homeless subpopulations: 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 a four-year term.

Seat 9, James Loyce, term expires October 21, 2019, must be appointed by the City Controller, confirmed by the Board of Supervisors, and represent one or more of the following homeless subpopulations: 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 a four-year term.

Reports: None.

Sunset Date: None.

Additional information relating to the Local Homeless Coordinating Board may be obtained by reviewing Board of Supervisors Resolution No. 208-05, available at <http://www.sfbos.org/resolutions> 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 No. 1: 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 at the meeting, and applicant(s) may be asked to state their qualifications. The appointment of the individual who is recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.
- Seat No. 9: Applications for this seat will be sent to the Controller for consideration. The Controller shall interview the applicant(s) that he/she deems qualified. The Controller's selected appointment will be heard at a Rules Committee meeting and then forwarded to the Board of Supervisors for confirmation.

*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) 554-5184.*

*Further Note: Additional seats on this body may be available through other appointing authorities, including the Mayor and the City Controller.*

  
Angela Calvillo  
Clerk of the Board

DATED/POSTED: November 20, 2017

San Francisco  
BOARD OF SUPERVISORS

Date Printed: September 6, 2017

Date Established: September 5, 1997

Active

**LOCAL HOMELESS COORDINATING BOARD**

**Contact and Address:**

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

Phone: (415) 554-7755

Fax: (415) 557-6033

Email: charles.minor@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 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:

Seat 1 shall be appointed by the Mayor and shall be a homeless or formerly homeless person.

Seats 2 through 4 shall be appointed by the Mayor. The appointees 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;



San Francisco  
BOARD OF SUPERVISORS

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.

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

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

All of the homeless subpopulations listed in subsection (b) of this Section 5.31-2 must be represented on the Coordinating Board to the extent that someone is available and willing to represent that subpopulation on the Board. At the time of appointment, the appointing authority shall identify the homeless subpopulation(s) represented by the appointee.

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.)