SHELTER MONITORING COMMITTEE

The below listed summary of seats, term expirations and membership information shall serve as notice of **vacancies, upcoming term expirations** and information on currently held seats, appointed by the Board of Supervisors. Appointments by other bodies are listed, if available. Seat numbers listed in **bold** are open for immediate appointment. However, you are able to submit applications for all seats and your application will be maintained for one year, in the event that an unexpected vacancy or opening occurs.

Membership and Seat Qualifications

Seat #	Appointing Authority	Seat Holder	Term Ending	Qualification
1	**BOS**	**VACANT**	**7/1/23**	Homeless/formerly homeless and live w/ child under 18, for a two-year term
2	**BOS**	**Cris Plunkett**	**7/1/22**	Homeless/formerly homeless and a disability, for a two-year term
3	BOS	Gabriela Avalos	7/1/23	Exp. providing services to homeless in community, for a two-year term
4	**BOS**	**Diana Almanza**	**7/1/22**	Nominated by behavioral health, housing, or services to homeless organization, for a two-year term
5	**BOS**	**VACANT**	**7/1/23**	Nominated by agency providing advocacy or services for homeless, and is homeless or formerly homeless, for a two-year term
6	**BOS**	**Traci Watson**	**7/1/22**	Nominated by agency providing advocacy or services for homeless, for a two-year term

BOARD OF SUPERVISORS (BOS) APPLICATION FORMS AVAILABLE HERE

- English - https://sfbos.org/sites/default/files/vacancy_application.pdf
- 中文 - https://sfbos.org/sites/default/files/vacancy_application_CHI.pdf
- Español - https://sfbos.org/sites/default/files/vacancy_application_SPA.pdf
- Filipino - https://sfbos.org/sites/default/files/vacancy_application_FIL.pdf

(For seats appointed by other Authorities please contact the Board / Commission / Committee / Task Force (see below) or the appointing authority directly.)

Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Commission is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-5184.

Applications and other documents may be submitted to BOS-Appointments@sfgov.org

Next Steps: 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 of the individual(s) who is recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

The Shelter Monitoring Committee ("Committee") was established to provide the Mayor, the Board of Supervisors, the Local Homeless Coordinating Board, the public, and any other appropriate agency with accurate, comprehensive information about the conditions in, and operations of, shelters covered by Administrative Code, Chapter 20, Article XII, as well as City policies in place that affect operations of shelters or their impact on shelter clients. The Committee shall, among other things, receive and document complaints made to the Committee regarding shelters and shall refer complaints to appropriate committee members for follow-up.

The membership shall reflect the diversity of the homeless people that access shelter in the City, and shall consist of 13 members, appointed as follows:

Appointed by the Board of Supervisors:

- Seat 1 shall be held by a person who is homeless or formerly homeless, and who is living or has lived with the person's homeless child under the age of 18.
- Seat 2 shall be held by a person who is homeless or has been homeless within the three years prior to being appointed to the Committee, and who has a disability.
- Seat 3 shall be held by a person with experience providing direct services to homeless people through a community setting.
- Seat 4 shall be held by a person nominated by one or more community agencies that provide behavioral health, housing placement, or other services to homeless people.
- Seat 5 shall be held by a person who is homeless or formerly homeless, and who has been nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people.
- Seat 6 shall be held by a person nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people.

Appointed by the Local Homeless Coordinating Board:

- Seat 7 shall be held by a person nominated by one or more nonprofit agencies that provide advocacy or organizing services for homeless people.
- Seat 8 shall be held by a person who is homeless or formerly homeless, and who has experience providing direct services to homeless people through a community setting.
- Seat 9 shall be held by a person with experience providing direct services to homeless people through a community setting.
- Seat 10 shall be held by a person who is homeless or formerly homeless, and who has been nominated by one or more community agencies that provide behavioral health, housing placement, or other services to homeless people.

Appointed by the Mayor:

- Seat 11 shall be held by an employee of the Department of Homelessness and Supportive Housing.
- Seat 12 shall be held by an employee of the Department of Public Health.
- Seat 13 shall be held by a person who is homeless or formerly homeless, and who has experience providing direct services to homeless people through a community setting.

The terms of all members shall be two years. The Department of Public Health shall provide clerical and administrative support and staffing for the Committee.

Reports: The Committee shall prepare and submit quarterly reports that shall include but not be limited to information on the following: safety in the shelter, cleanliness in the shelter, disability access to and within the shelter, family life in the shelter, a review of policies and procedures in place at the shelter, and any information received regarding the treatment and personal experiences of shelter residents. In order to enable the Committee to prepare reports required under this subsection, City departments that contract for services at a shelter that is under review must respond within 15 days to any reasonable request for information submitted by the Committee relative to the shelter or to City policies that affect shelter clients. The reports shall also include recommended action steps for the shelter and for the City department that contracts for services at the shelter. City departments and the reports referenced in this subsection shall not identify shelter residents or disclose any confidential information concerning shelter residents consistent with state and federal law. The Committee may issue emergency reports at any time it deems necessary. The reports shall be provided to: 1) the Mayor, 2) the Board of Supervisors, 3) the Local Homeless Coordinating Board, 4) the appropriate city department responsible to take action, 5) the city department that contracts for services at the shelter, 6) the shelter under review, and 7) the public.

Authority: Administrative Code, Chapter 20, Article XII

Sunset Date: July 1, 2022

Contact: Robert Hill
Department of Public Health
1380 Howard Street, Room 227
San Francisco, CA 94103
(415) 255-3653
robert.hill@sfdph.org

Updated: December 30, 2021