

BOARD of SUPERVISORS



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## MEMORANDUM

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Date: January 18, 2019

To: The Honorable Members, Board of Supervisors

From:  Angela Calvillo, Clerk of the Board

Subject: Health, Administrative Codes - Housing Conservatorships  
(File No. 181042)

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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 information is provided.

*File No. 181042 Health, Administrative Codes – Housing Conservatorship*

The Ordinance would establish the Housing Conservatorship Working Group (HSWG).

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

*No, there is no active body with similar powers or duties. The HSWG shall conduct an evaluation of the effectiveness of the implementation of the California Welfare and Institutions Code (Chapter 5) in addressing the needs of persons with serious mental illness and substance use disorder in the City.*

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

*The Ordinance does not address or set a minimum meeting requirement. I do suggest that the Ordinance be amended on Page 8, Line 16, to insert "and shall meet at least once every four months thereafter".*

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

*Page 8, Line 10, Section 5.37.3(a), entitled "Organization and Terms of Office," states "Members of the Working Group shall serve at the pleasure of their respective appointing authorities, and may be removed by the appointing authority at any time".*



- Language establishing attendance requirements

*Page 8, Line 205, Section 5.37-3 (e), entitled "Organization and Terms of Office," states "Any member who misses three regular meetings of the Working Group within any 12-month period without the express approval of the Working Group at or before each missed meeting shall be deemed to have resigned from the Working Group 10 days after the third unapproved absence."*

- Number of seats and qualifications

*Page 7, Line 1, Section 5.37-2, entitled "Membership," states "The Working Group shall be comprised of 12 members, appointed as follows:*

*(a) Seats 1 and 2 shall be held by representatives of disability rights advocacy groups, appointed by the Mayor and the Board of Supervisors, respectively.*

*(b) Seats 3 and 4 shall be held by representatives of labor unions, appointed by the Mayor and the Board of Supervisors, respectively.*

*(c) Seats 5 and 6 shall be held by representatives of organizations providing direct services to homeless individuals or families, appointed by the Mayor and the Board of Supervisors, respectively.*

*(d) Seat 7 shall be held by an employee of a hospital located in San Francisco with experience in mental health and substance use disorders, appointed by the Director of Health.*

*(e) Seat 8 shall be held by an employee of the Behavioral Health Services program of the Department of Public Health, appointed by the Director of Health.*

*(f) Seat 9 shall be held by an employee of the Department of Public Health, appointed by the Director of Health.*

*(g) Seat 10 shall be held by an employee of the Human Services Agency, appointed by the Director of the Human Services Agency.*

*(h) Seat 11 shall be held by an employee of the Department of Homelessness and Supportive Housing, appointed by the Director of the Department of Homelessness and Supportive Housing.*

*(i) Seat 12 shall be held by an employee of the San Francisco Police Department, appointed by the Chief of Police.*

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

*Page 8, Line 10, Section 5.37-3, entitled "Organization and Terms of Office," does not reference a term limit. Therefore terms will be considered to be indefinite.*

- Administering department

*The Department of Public Health shall provide administrative and clerical support to the HSWG.*



- Reporting requirements

*The HCWG shall prepare and submit a preliminary report and a final report to the Mayor, the Board of Supervisors, and the Legislature on its findings and recommendations regarding the implementation of Chapter 5 (commencing with Section 5450) of the California Welfare and Institutions Code ("Chapter 5") in addressing the needs of persons with serious mental illness and substance use disorders in the City. The preliminary report shall be submitted to the Mayor and the Board of Supervisors by no later than November 1, 2020, and to the Legislature by no later than January 1, 2021, in compliance with Section 9795 of the California Government Code. The final report shall be submitted to the Mayor and the Board of Supervisors by no later than November 1, 2022, and to the Legislature by no later than January 1, 2023, in compliance with Section 9795 of the California Government Code.*

- Sunset date

*The HCWG shall sunset on December 31, 2023, unless the Board of Supervisors extends the expiration date by Ordinance.*