



# San Francisco SRO Task Force

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Members:

Rosemary Bosque, J.D.  
Department of Building  
Inspection- Chair

Bruce Burge  
SRO Operator

Angela Chu  
Chinatown SRO Collaborative

Victor Nelson  
Tenant Representative

Vacant  
Non-profit SRO  
Operator/Manager

Vacant  
SRO Families United  
Collaborative

Yvonne Mere, J.D.  
City Attorney's Office

Johnson Ojo  
DPH Environmental Health  
Services

Sam Patel  
SRO Operator

Charles Siron  
Tenant Representative

Wolfgang Stuwe  
DPH Housing & Urban Health

Pratibha Tekkey  
Central City SRO  
Collaborative

Joshua Vining  
Mission SRO Collaborative

Scott Walton  
Human Services Agency

## SRO HOTEL HEALTH AND SAFETY TASKFORCE

### Meeting Minutes July 18, 2013

9:00 AM – 10:30 AM

1650 Mission Street, Room 431

**Chair:** Rosemary Bosque

**Members Present:** Bruce Burge;(SRO Operator); Yvonne Mere (City Attorney's Office); Dr. Johnson Ojo, Environmental Health (DPH); Sam Patel (SRO Operator) Wolfgang Stuwe, Environmental Health (DPH); Pratibha Tekkey(Central City SRO Collaborative); Scott Walton (HSA)

**Absent: Excused:** Angela Chu (Chinatown SRO Collaborative); Victor Nelson(Tenant Representative); Joshua Vining (Mission SRO Collaborative)

**Unexcused:** Charles Siron (Tenant Representative);

**Guests:** Leilani Moisa (AAU/HDCG); Alma Rose Snyder (CORA SF); Sasha Hauswald

#### 1. Call to Order

Meeting was called to order by Rosemary Bosque at 9:07.

#### 2. Roll call / Determination of Quorum

There was a Quorum.

#### 3. Approval of Meeting Minutes for April 18, 2013 and May 16, 2013

This agenda item was tabled for the next meeting.

#### 4. Administrative Announcements

Rosemary Bosque stated DBI offered employment to seven Housing Inspectors starting on August 5. This is the largest amount of inspectors hired in the last 25 years. They originate from community advocacy, contractors, regulatory experience, and code enforcement. We are down to one clerical and one supervisory clerical.

Rosemary Bosque mentioned Grab Bar Legislation and issuance of permits. We will be making presentations July 19 about the grab bars, 170 building permits issued, and the 434 buildings that have yet to comply. The majority of the fees were waived. The compliance deadline is September 4. Thank you for responding so quickly.

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Rosemary Bosque commented that an invitation was extended to Delene Wolf to speak to the Task Force. She indicated she would be available August 18.

Rosemary Bosque commented that she will be attending a conference from August 12 through August 16. We will have the minutes available prior to meeting for all to get caught up.

Rosemary Bosque asked if there were any other announcements or discussion? No additional comments at this time.

**5. Discussion of Task Force Membership Attendance & Vacancies**

Rosemary Bosque stated that she received an email from Josh Vining regarding vacancy issues. Victor Nelson indicated he was going to have to resign from the Task Force due to new obligations. We have not received this in writing yet. Rosemary Bosque tried to reach out to Charles Siron and asked if anyone else has any reached him? We have not heard from him. I want some sense as to what you want to say in this letter to him because of previous issues. He may not be able to fulfill the duty of tenant representative. Does anyone have any thoughts?

Scott Walton stated the Task Force has attendance policies.

Rosemary Bosque said we gave him an opportunity to let us know if he wants to continue and he did not respond.

Yvonne Mere said we could say that you have not been in attendance and if you fail to respond by "X" date we have no other choice than to replace you. Give a concrete end date assuming there is a family emergency. It might be easier to look for two vacancies. I would ask him to explain his absence if he can. We will take his silence after a certain date that he is not available.

Rosemary Bosque said the last letter stated this.

Scott Walton commented that he was wondering if it states in the Bylaws that we have to vote to remove him. We would say we would like to hear from you because we will take up your membership at the next meeting, considering this is a second time we are addressing this and he commented it should be on the August agenda.

Rosemary Bosque said Article 2-Section 3 states "...members are required to attend all the meetings...." It does not talk about putting it on the agenda. Records indicate he has been gone for more than three unexcused absences; and we have not been able to reach him. He was out in February, March, April, & May and now? No quorum in June.

Scott Walton said my understanding is that we would have to take action after that time frame.

Yvonne Mere asked if there was any previous correspondence returned?

Rosemary Bosque stated that the previous correspondence was last year. We sent a letter then he started attending the Task Force meetings. She further commented that she will refer back to the Bylaws and if we don't hear from him this is the action we will be taken. I will send it to the last known address for him.

Yvonne Mere asked what is the Task Force process for selecting a new tenant representative?

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Rosemary Bosque stated individuals file an application with the Clerk of the Board that represents the Rules Committee, and the Rules Committee makes the decision.

Bruce Burge said Charles Siron has 4 absences in 2013.

Rosemary Bosque said she would look into that when she writes the letter. Vacancies we have... we've sent a link to announcements and how to fill out the application. I still have the announcement out to the Collaborative to get the process finished. No representative is in attendance. Putting the member vacancy aside, with respect to owner/operator manager, position vacated by Seth Katzman's retirement, where else can we do an additional outreach?

Scott Walton said it needs to be non-profit operator. Between DPH & HSA we can put out an announcement. There is a homeless service provider's network that meets monthly that includes housing and homeless shelters.

Rosemary Bosque asked if we can we send a link to them?

Scott Walton said he will try to get a contact and go back and resend a link to HSA providers or ask program managers who are in more direct contact.

Rosemary Bosque stated the make-up of the Task Force is there are four appointments from SRO Collaboratives: Mission, Chinatown, Central City & Families. United Family Collaborative is vacant and their description to represent that vacancy is very specific. There are other vacancy that need to be filled. If there is anyone you know interested, I would be happy to reach out to them to get this position filled.

Rosemary Bosque asked if there were other suggestions or comments from the Task Force?

Scott Walton said that Victor is as an active member, but next month would be his third missed meeting. If we are going to recruit it may be a good time to recruit for both vacancies. The Task Force may want to put that item on the next agenda.

Josh Vining stated he sees Victor often. He will remind him next time he sees him.

Josh Vining asked if he should do an e-mail or letter?

Rosemary Bosque said Victor Nelson should put something in writing regarding his resignation. He should let the Committee know so they will know there is a vacancy.

Public comment on agenda item number five.

Alma Snyder asked do they have to be a tenant of an SRO?

Scott Walton asked what does the language say?

Rosemary Bosque said two tenant representatives currently occupy in an SRO.

**6. Identifying Issues & Challenges Associated with Violence in SRO's**

Rosemary Bosque said she would like to hear from Yvonne to comment. Is there any discussion regarding issues & violence in SRO's

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Scott Walton said he was wondering if it would be more productive to frame the discussion/exploration to increase safety in SRO's. Lots of people have instances of violence no matter where they live. The idea of focusing on safety immediately takes us to what we can do to improve safety and not just what occurred. The visitors' policy and who has access to buildings is one component of safety. We have heard about exits being blocked which is a major safety issue. I'm thinking that may help frame this discussion and frame solutions if there are those that be proposed. We can build on what the SRO's are already doing. Two years ago the Police Department came to talk about challenges in enforcement.

Rosemary Bosque commented to Yvonne Mere, we really want to hear from you about what the vast concept is regarding violence in SRO's. As Scott Walton said what's doable within the context of Task Force if we focus on safety? We can come up with recommendations not just on what has occurred. You're wise and have an even broader picture. From your experience of managing code enforcement what do you see the direction for us to take?

Yvonne Mere said it falls into different categories. Some safety issues are building maintenance, e.g., Grand Southern Hotel had no locking gate. There are some security issues and their condition that would enhance security and reduce violence. Management of SRO is key, whether or not I cannot open about the intersection between the visitor policy and violence because there are various issues that come up with visitor policies and their incorrect application at an SRO that have nothing to do with violence. It has to do with caregiver access, tenant access. I'm going to table that. Putting in better lighting, training, staff desk clerks, as well as lighting inside. What the fix is at different hotels varies on a series of components. In our cases we customize orders to what we see in a particular hotel. There is certainly room to think creatively about it. There are all kinds of reasons there are violence in hotels.

Rosemary Bosque asked if anyone had any comments. She further commented that her notes include maintenance, security, egress, management visitor policies, lighting, and cameras. These change over a period of time. Is there is anything you like to see in a matrix of what existing conditions are and solutions? Hotel and operators have articulated lobby dwellers and keys being passed around duplicated, access to buildings have created problems. Recently there was a situation in a residential hotel on Mission Street that has front and side entrances where the front door key lock system was replaced by a combination lock and certain tenants were not given the combination. They were asked to go to the side entrance to be buzzed in, there was no phone and they had to use their own phone if they had one. Housing codes do not address that.

Bruce Burge said we have swipe keys.

Yvonne Mere said the other thing related to management is critical. Who is the owner? The Albion Hotel some were exacerbated by management.

Bruce Burge asked, the Albion? How many years ago?

Yvonne Mere said five years ago.

Bruce Burge said that was before us.

Yvonne Mere said many of us had a dialog with the manager and it is good to have .

Rosemary Bosque asked if anyone else had any other discussion? I will develop a matrix so you can begin to add to it. You said safety (Yvonne) and we need to add to it to frame discussion.

Rosemary Bosque asked if there was any public comments on agenda item six.

Alma Rose Synder noted whether indoor air quality is part of violence.

Rosemary Bosque stated indoor air quality, DBI does not deal with that. Normally we don't respond but it is appropriate now. Dr. Ojo?

Dr. Johnson Ojo said SRO's are well ventilated. We have not had complaints on the issue of CO2's.

Rosemary Bosque asked if there was any public comments on agenda item six.

#### **7. Reports from SRO Collaboratives**

*-Discussion & Possible Action*

Rosemary Bosque asked Josh, Pretibya if they had any announcements?

Pretibya Tekkey said next month we are having tenant retreat. Tenant leaders will plan for what to do.

Pretibya Tekkey stated we hope to find funding this fiscal year to provide more opportunity for private hotel disaster preparedness.

Rosemary Bosque asked if there was any public comments on agenda item seven?

#### **8. Prioritization of Future Meeting Topics**

Rosemary Bosque said Elaine Wolf will be available in August. I will put her on the Agenda. Action items regarding vacancies, matrix, and additional minutes for your approval for next meeting. Who would like to chair the next meeting?

Bruce Burge nominated Scott.

Scott Walton said he would be happy to do it.

Rosemary Bosque said Bernadette will contact you with material. As far as future items, I want to let you know what is happening at DOS in meeting with entities back East. Pilot program is funding someone from APS who can do outreach and put a plan together. DBI is looking at possibly funding a portion of this, we are not quite there. If the membership is interested I would like to bring some people here to talk to you about this. Hoarding & cluttering is developing a regional Task Force. In future months we may want to have someone talk to us about what they are doing. Any other things you would like to see?

Scott Walton said the focus on safety speaks to trying to promote training. Hoarding & cluttering he'll add because he oversees that for HSA. The problem does not go away it, reoccurs because of a lack of space. We are looking ways to expand storage opportunities we offer to homeless. This will not be a storage opportunity for people who are housed. We have a current program but are looking to expand it.

Rosemary Bosque asked if there was any public comment on agenda item eight? No Public Comment

**9. General Public Comment**

Sasha Hauswald said her grandmother grew up in SRO's in the 1920s. She is doing a short documentary film about SRO's in SF. Does this group have any contacts for owners/managers of buildings? Our essential message is these are a vital resource and vital part of our city. She's here and has a sense that owners and managers are in this region. She will approach you and hopefully we can work something out.

Rosemary Bosque asked if there was any public comment on agenda item nine? No other Public Comment

**10. Adjournment**

Meeting Adjourned at 9:50am.