



# San Francisco SRO Task Force

1660 Mission Street, 6<sup>th</sup> Floor  
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(415) 558-6165

## Members:

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

Nicolette Alexander  
Tenant Representative

Bruce Burge  
SRO Operator

Angela Chu  
Chinatown SRO Collaborative

Dan Jordan  
Tenant Representative

Vacant  
SRO Families United  
Collaborative

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

Johnson Ojo  
DPH Environmental Health  
Services

Sam Patel  
SRO Operator

Amelia Rudberg  
Non-profit SRO  
Operator/Manager

Wolfgang Stuwe  
DPH Housing & Urban Health

Pratibha Tekkey  
Central City SRO  
Collaborative

Joshua Vining  
Mission SRO Collaborative

Scott Walton  
Human Services Agency

## SRO TASK FORCE

### Meeting Minutes July 17, 2014

9:00 AM – 10:30 AM

1650 Mission Street, Room 431

**Members Present:** Rosemary Bosque (DBI); Bruce Burge (SRO Operator); Angela Chu (Chinatown SRO Collaborative); Sam Patel (SRO Operator); Wolfgang Stuwe (DPH Housing & Urban Health; DPH); Pratibha Tekkey (Central City SRO Collaborative); Josh Vining (Mission SRO Collaborative); Scott Walton (HSA), Amelia Rudberg (Non-profit SRO Operator/Manager); Nicolette Alexander (Tenant Representative).

**Unexcused Absences:** Yvonne Mere (City Attorney's Office); Dan Jordan (SRO Tenant); Dr. Johnson Ojo (DPH)

Guests: Thomas Picarello; Raul Fernandez-Berrizabal; Gaya Tinmahan

**Minutes:** Nicole Rossini (DBI-HIS)

#### 1. Call to Order:

The meeting was called to order at 9:08.

#### 2. Roll Call/Determination of Quorum:

Quorum was determined by Rosemary Bosque.

#### 3. Approval of Meeting Minutes for June 19, 2014

Rosemary Bosque asked if there were any questions or corrections to the June minutes.

Amelia Rudberg stated that the June minutes do not reflect that she was present at the meeting.

Pratibha Tekkey stated that the text by Dr. Ojo Johnson needed to be clarified regarding the laundry fund. The \$50,000 that was originally allotted was a program that was separate from the laundry fund she discussed at the meeting.

Wolfgang Stuwe made the motion to approve the June 19, 2014 minutes with corrections, seconded by Scott Walton.

The minutes are adopted unanimously with the referenced amendments.

**Public Comment:**

None

**4. Administrative Announcements:**

Rosemary Bosque announced the resignation of Joshua Vining. He was leaving the Mission SRO Collaborative. She wanted to take the time to acknowledge all the good work he has done. She tabled this item until later in the meeting when Josh would be present.

**Public Comment:**

None

**5. Presentation Rosemary Bosque: Report on DBI Elevator Workgroup & Update on June 27, 2014 Board of Supervisors Hearing**

Rosemary Bosque stated that contained within the distributed information packet was a memo from Tom Hui, dated March 18, 2014. The Department of Building Inspection (DBI) is trying to help resolve the issue of old elevators in SROs being frequently out of service. The DBI Workgroup's goal was to draft recommendations with the help of a collation of participants. The first public meeting occurred a week prior to the June 19<sup>th</sup> Task Force meeting. Several different stake holder groups were invited including the CalOSHA elevator unit engineers. The CalOSHA elevator unit exclusively regulates elevators in SROs pertaining to safety, elevator repair, authorization to operate, and decommissioning.

Rosemary Bosque explained that DBI was conducting a survey of these elevators to create a database of current conditions, characteristics/design, service history, and upgrades. The spreadsheet distributed previously to Task Force members would ultimately identify master lease, and city funded buildings due to requests from the DBI Work group members.

Rosemary indicated that the recommendations in the package were preliminary, and subject to change as more data was gathered. She clarified that this study was focusing on passenger elevators to be available for permanent residents. Freight elevators were not included. She stated that the DBI Work Group advised that working more closely with CalOSHA was essential, and ongoing discussions were continuing.

Rosemary stated that the cost of elevator repair or replacement is very expensive. It costs approximately \$500,000 to replace an elevator. The challenge is that the existing elevators do not have the shaft size compatible with modern elevator requirements. CAIOSHA & the Fire Department have had discussions regarding this. Replacement of an elevator can trigger lead containment and asbestos removal resulting in SRO resident displacement, and the possible loss of guest rooms.

Rosemary reported that CalOSHA doesn't require monthly maintenance agreement unless the property owner wants to go into a two year certification program.

Prathiba Tekkey reported about the recent Board of Supervisors SRO elevator hearing held on June 23, 2014. The hearing before the Land Use Committee of the Board was called by Supervisor Kim. Testimony was given by some of the Task Force members, and the public regarding impacts to SRO occupants when the elevators are frequently out of service. Subsequent to Board hearing Supervisor Kim, through general funds, earmarked \$250,000 to assist with these elevator issues.

Rosemary Bosque stated she had received calls from the Controller's office, Supervisor Kim's office and the Board's budget analyst exploring possible protocols to disperse this funding. Rosemary stated that the program would be administrated by Mayor's Office of Housing. She further stated that she had referred these agencies to Scott Walton regarding his experience with master lease buildings and elevator repair/replacement.

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Scott Walton stated he did receive a call related to this inquiry. He indicated that one possibility was to explore door replacement as a potential way to stretch the value of the funding. He also addressed elevator repairs being held up by PG&E availability.

Rosemary Bosque stated that Ron Allen, DBI's Chief Electrical Inspector was also working with PG &E to minimize wait time for SRO elevator electrical upgrades.

Bruce Burge commented that the spread sheet distributed to SRO Task Force members delineating the data collected, indicated 163 SROs with elevators and five (5) of these not operable. Two (2) of the five were larger building. He questioned the accuracy of the information.

Rosemary Bosque stated that the spreadsheet is a snapshot in time. Looking at the spreadsheet does not provide an entirely accurate portrait of elevator operation in the SROs. The audit is to illustrate the physical characteristics of the elevator. The spreadsheet does not reflect the all DBI issued Notices of Violation. Rosemary Bosque stated that she would be happy to bring back the NOV data to group for review.

Rosemary Bosque stated that the Task Force has identified useful findings as to why these elevators break down that will be incorporated into the final recommendations.

Wolfgang Stuwe stated that he reviewed the survey and believes, although it is recent information, the hotel characteristics are out of date. For example, Civic Center Residences, kept there elevator and put in a new elevator in 2009 or 2010.

Rosemary Bosque stated that the survey data was the initial compiling of extensive information from multiple sources including site inspection observations. Additional information is being collected from owners to update the spreadsheet which will have ongoing updates. She suggested that Wolfgang Stuwe note specific hotel information that would be used to revise the draft.

Scott Walton asked if the information on the spreadsheet was based on inspections performed by inspectors.

Rosemary Bosque stated yes in part but that information was also needed from the hotel owner or operator, and that collecting such data on such a wide scale was unprecedented.

Scott Walton stated that in reviewing the spreadsheet, he assumed that the inspectors were getting some of the information from the staff rather than the owners. He raised concern that the staff may not have accurate information.

Rosemary Bosque stated that is why there is a notation on the spreadsheet of who gave the information to the inspector, and that a mailer was sent to the hotel owners to fill out.

Sam Patel added that when the inspectors came to the building they left the survey with the front desk. The missing information may be a result of the property owner not sending the information to DBI.

Rosemary Bosque stated that to encourage complete responses the survey was mailed out to owners, in addition to the site visit. She requested Task Force members to let her know if there are other items that should be added.

Scott Walton stated HSA and DPH could send the DBI survey to the contracted vendors so they can have them assist with getting necessary information.

Bruce Burge asked how the average annual breakdowns were gathered.

Rosemary Bosque stated the data came from information supplied by the SRO owners.

**Public Comment:**

Thomas Picarello stated there have been surveys done by other agencies that show 30% of elevators are out of service. DBIs survey seems to under reporting the problem. He stated that under reporting the problem means underfunding. He thought perhaps DBI has a reserve fund that could be tapped to cure the elevator problem. Or perhaps a bond measure could be more effective than the \$250,000 earmarked to assist the owners of SROs with their elevator issues. He stated that a lot of elevator problems were tenant induced. He recommended that more funding be provided for tenant education.

Gaya Tinmahan stated that tenants create the problems by jamming the buttons. There is no elevator education. The maintenance staff causes issues while hauling the trash out using the elevators. There is no guidance or signage to assist tenants on proper operation of the elevators.

#### **4. Administrative Announcements:**

Rosemary Bosque returned to Agenda item #4 and thanked Josh for his contributions to the Task Force. Joshua confirmed that the July 2014 meeting was his last, explaining that he was transitioning out of his role at the Mission SRO Collaborative, and was proud of the work that the Task Force has done.

#### **Public Comment:**

None

#### **6. Report from SRO Collaboratives**

**Central City Collaborative:** Pratibha Tekkey reported that the Central City Collaborative coordinated workshops for women SRO tenants regarding safety issues, and that three more workshops were scheduled for the coming months. Pratibha indicated that there were twelve participants in the workshops being trained pass on their newly learned skills to other SRO tenants.

**Chinatown SRO Collaborative:** Angela Chu reported that the Collaborative has observed many capital improvements in building with new ownership. She also reported that the SRO Families Collaborative just finished leadership training for SRO tenants citywide. Over 30 people attended the training coordinated by Raul Fernandez-Berrizabal.

Rosemary Bosque asked Angelato introduce Raul Fernandez-Berrizabal.

Angela Chu stated that Raul Fernandez-Berrizabal is the Senior Project Coordinator for the SRO Families United-Chinatown CDC. Angela Chu. Raul indicated that the July 2014 meeting was the second he had attended, and that he started with the SRO Families United-Chinatown Collaborative a couple of months ago.

Rosemary Bosque stated that Raul Fernandez-Berrizabal was going through the process to become a member of the board.

**Mission SRO Collaborative:** Joshua Vining reported on the Collaborative's leadership program called Peer Outreach (a six-month program) and the added second version called, Tenants are Rising. Josh indicated that there was a recent graduation of participants in the Peer Outreach program, and the results of the skill-building the program provided.

Joshua Vining also indicated conditions at the Grand Southern Hotel had greatly improved. He stated that DBI had been helpful in requiring the hotel owner to abate Housing Code violations, and that KTVU, Channel 2 had aired a recent story on the conditions at the hotel. He reported that the response was positive, in that one viewer offered to help a family featured, with back rent and assistance with alternate housing opportunities. As a result of the scrutiny that the Collaborative brought to occupant complaints that involved the day-to-day management of the hotel, the property owner was promising to replace the

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existing on-site staff with professional property management. Josh further stated that the Chronicle was also drafting a story on the hotel .

Joshua Vining explained that Bevan Dufty was very helpful in the process, in that Bevan was able to get the book mobile come to provide the many children in the building library book access.

Rosemary Bosque wanted to commend Raul Fernandez-Berrizabal his assistance with these efforts. She stated it was fantastic that a viewer offered assistance to one of the families.

**Public comment:**

None

**7. Prioritization of Future Meetings**

Rosemary Bosque stated that DPH's Community Behavioral Health Service Agency will be invited to a future meeting to discuss mental health services. She stated that Wolfgang Stuwe suggested that HSA's In- Home Support Services (IHSS), and Food Bank representatives be invited as well.

Rosemary Bosque asked about a quorum for the August meeting and that let the Task Force membership know that there would be a room change for the next meeting.

**Public Comment:**

None

**General Public Comment:**

Thomas Picarello stated that if city agencies had excess computers, was it possible to donate them to SROs.

**Adjournment:**

9:55a.m.