

MEETING MINUTES
Our City, Our Home Oversight Committee Meeting
January 19, 2021
9:36 AM - 11:48 AM

This meeting was held by Webex pursuant to the Governor's Executive Orders and Mayoral Emergency Proclamations suspending and modifying requirements for in-person meetings. During the Coronavirus Disease (COVID-19) emergency, the Our City, Our Home Oversight Committee (OCOH) will convene remotely until the Committee is legally authorized to meet in person.

Note: The Our City, Our Home Oversight Committee meetings are live streamed at SFGovTV.org. The agenda, video recording, audio recording, and caption notes are posted at https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=209. Supporting materials including presentations and reports are posted at <https://sfcontroller.org/meetings/220>.

1) Call to Order/Roll Call

The meeting was called to order at 9:36 am.

Committee Members Present: Member Brett Andrews, Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Shaun Haines, Member Julie Leadbetter, Member Lena Miller (joined late), Member Cynthia Nagendra, Member Ken Reggio, and Chair Shanell Williams.

Committee Members Absent: None.

2) Opportunity for the public to comment on any matters within the Committee's jurisdiction that are not on the agenda.

No public comment.

3) Approval, with possible modification of the Minutes of the December 9, 2020 and December 15, 2020 meetings.

There was a motion by Member Brett Andrews to approve the December 9, 2020 Minutes. Member Shaun Haines seconded the motion. The motion was approved by Member Brett Andrews, Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Julie Leadbetter, Member Cynthia Nagendra, Member Ken Reggio, Chair Shanell Williams, and Member Shaun Haines.

Committee Members Absent from Vote: Member Lena Miller.

4) Discussion and possible action by the Committee on a proposed work plan designed to 1) develop an initial system model and 2) develop Committee recommendations on an investment plan for the City's FY21-22 and FY22-23 two-year budget.

Presentation by System Modeling Liaison Cynthia Nagendra on the proposed system modeling work plan, process, timeline, and anticipated deliverables and possible action regarding the proposal

Member Cynthia Nagendra, OCOH Data Officer, provided an update the Strategic Investment, Action planning, and Systems Modeling (SAS) Workplan. She discussed the stakeholder meeting that was held on January 15, 2021 to gather information from stakeholders. The January 15, 2021 meeting documents can be found [here](#). Her presentation for this meeting can be found on the OCOH [website](#).

Chair Shanell Williams stated that she will be looking to the City to develop a centralize location for information related to OCOH.

Presentation by Controller's Office Staff on budget development timeline key dates by which the Committee must make recommendations on the budget

Ben Rosenfield, Controller, provided information on the OCOH department representation for these meeting, including staff from the Controller's Office, Department of Homelessness and Supportive Housing, Department of Public Health, Mayor's Office of Housing and Community Development.

Ben Rosenfield, Controller provided an overview of the budgeting process and where the OCOH members can make an impact on the decision making process, including the opportunity for the OCOH Committee to issue recommendations to the Mayor's Office on its investment priorities on April 20, 2021, and for the OCOH Committee to review the Mayor's budget and to possibly make updated recommendations to Board on June 15, 2021.

Laura Marshall, Controller Office staff, discussed a template format that can be used to frame future meetings as it relates to the OCOH workplan and calendar.

Their presentation is posted on OCOH [website](#) in the Supporting Documents section of the January 19, 2021 meeting.

Discussion and possible action about the use of regular Committee meetings and additional public stakeholder meetings to achieve the System Modeling goals and budget recommendations

Members discussed the use of regular Committee meetings and additional public stakeholder meetings. Members requested additional information regarding the technical functionalities of WebEx or other virtual meeting tools that would allow for breakout rooms. Ben Rosenfield stated that the City will get back to the committee about possible options.

Discussion and possible appointment of additional Committee Liaisons to support the following activities: a) technical system modeling, b) community and stakeholder engagement, c) behavioral health alignment, d) immediate funding needs, e) department budget alignment, and f) other liaisons as discussed and appointed

Member Julie Leadbetter and Vice Chair Julia D'Antonio discussed the [OCOH liaison structure document](#).

Member Brett Andrews nominated himself as the **Behavioral Health Liaison**. Member Brett Andrews motioned to appoint himself to the role of Behavioral Health Liaison, and both Member Shaun Haines and Member Julie Leadbetter seconded the motion. Roll call was taken for the vote.

Yes votes: 9 (Member Brett Andrews, Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Shaun Haines, Member Julie Leadbetter, Member Lena Miller, Member Cynthia Nagendra, Member Ken Reggio, and Chair Shanell Williams)
No votes: None
Motion passed unanimously.

Member Julie Leadbetter nominated Member Ken Reggio as the **Housing Inventory & Pipeline Liaison**. Member Ken Reggio accepted the nomination. Member Julie Leadbetter motioned the appointment of Member Ken Reggio as the Housing Inventory & Pipeline Liaison, and Member Chair Shanell Williams seconded the motion. Roll call was taken for the vote.

Yes votes: 9 (Member Brett Andrews, Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Shaun Haines, Member Julie Leadbetter, Member Lena Miller, Member Cynthia Nagendra, Member Ken Reggio, and Chair Shanell Williams)
No votes: None
Motion passed unanimously.

The **Diversion/Prevention Liaison** was discussed but no action was taken.

The **Strategic Investment Plan Liaison** was discussed, and Cynthia Nagendra confirmed that she will continue to perform this role as part of her duties as the previously appointed System Modeling Liaison and OCOH Data Officer. Member Brett Andrews seconded the motion, and there were no objections. Cynthia Nagendra will continue this role.

Jennifer Friedenbach motioned to split the Community Impact and Accountability Liaison role to two roles (1) Community Impact and Communication Liaison and (2) Community Impact and Accountability Liaison. Member Julie Leadbetter accepted the changes.

Member Jennifer Friedenbach nominated and motion to appoint Member Shaun Haines to be the **Community Impact and Communication Liaison** and nominated and motion to appoint Vice Chair Julia D'Antonio to be the **Community Impact and Accountability Liaison**. Member Cynthia Nagendra seconded the motions.

Yes votes: 9 (Member Brett Andrews, Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Shaun Haines, Member Julie Leadbetter, Member Lena Miller, Member Cynthia Nagendra, Member Ken Reggio, and Chair Shanell Williams)
No votes: None
Motions were passed unanimously.

There was a public comment from Cassandra Costello, from the San Francisco Travel association. She expressed her appreciation for being able to be involved in the stakeholder process. She thanked Member Cynthia Nagendra for a successfully stakeholder meeting and expressed her interesting in continuing to participate in future meetings.

5) Discussion and possible action by the Committee to change the Bylaws to lower the

quorum threshold needed to pass a motion by the Committee

Vice Chair D'Antonio discussed having an interest in changing the bylaws to lower the threshold for approving a motion by the committee due to recent challenges with members having conflicts of interest and needing to recuse themselves. Currently, the bylaws state that a quorum of five (5) members must be present to hold a vote and a majority of members (5) must approve a motion for it to pass, regardless of how many members are present at the meeting. Member Friedenbach expressed support for this change. Member Leadbetter requested information on whether the current bylaws previously prevented a motion from passing. Laura Marshall, Controller's Office Staff, shared that in the December regular meeting of the Committee, there were approximately 14 recommendations the Committee voted on, and in one case, there were insufficient yes votes for the motion to pass (four yes votes and one no vote of five members present). Laura Marshall also shared feedback from the City Attorney's Office on this item which stated that as the Committee is advisory only, it can change its bylaws as a matter of policy, but that this would be irregular compared with other City committees, commissions and boards. Member Haines expressed concern that a change to this rule would mean that motions could pass with just three members approving them. Member Brett Andrews motioned to table this item, and Member Shaun Haines seconded the motion. Roll call was taken for the vote.

Yes votes: 9 (Member Brett Andrews, Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Shaun Haines, Member Julie Leadbetter, Member Lena Miller, Member Cynthia Nagendra, Member Ken Reggio, and Chair Shanell Williams)

No votes: None

Motion passed unanimously.

No public comments.

6) Committee to propose agenda items for February 16, 2021 regular meeting or subsequent meetings, and possible action by the Committee in response to this item.

Member Shaun Haines would like to add an agenda item on the next agenda to learn how items are added to the agendas. He also requested that materials be provided a head of the meetings. Member Haines also wants information in a centralize repository so that everyone has access to them.

Member Jennifer Friedenbach requested to carve out space to discuss the OCOH legislation with the original legal creator of the legislation to understand how the funds were intended to be used.

No public comments.

Member Shaun Haines motioned to adjourn the meeting, and Member Cynthia Nagendra seconded the motion. Roll call was taken, and the following members voted in agreement to adjourn the meeting: Vice Chair Julia D'Antonio, Member Jennifer Friedenbach, Member Shaun Haines, Member Julie Leadbetter, Member Lena Miller, Member Cynthia Nagendra, Member Ken Reggio, and Chair Shanell Williams. Committee Members Absent from the Vote: Member Brett Andrews

The meeting adjourned at 11:48 am.