



San Francisco Drug Abuse Advisory Board (DAAB) &

City-Wide Alcoholism Advisory Board (CAAB)

Joint DAAB/CAAB Planning and Evaluation Committee

ADOPTED AND APPROVED MEETING MINUTES

For January 10, 2002

Present: Ms. Georgia Bates Creel, DAAB, Chair; Mr. Bill Bisesto, CAAB, Chair; Ms. Vanessa Padilla, DAAB, Ms. Lavita Daniel, DAAB, Ms. Frances Newman, CAAB, Mr. John Malloy, CAAB, and Mr. Robert Wood, CAAB.

Absent: Ms. Gennie Nunley-Thompson, DAAB (Unexcused), Ms. Yvonne Littleton, DAAB (Excused), Ms. Vanessa Padilla, DAAB (Excused), Ms. Frances Newman, CAAB (Excused), Mr. Mickey Shipley, CAAB (Excused).

CSAS Representatives: No Representation.

Staff: Danita L. Mathis, Executive Officer

Guests: Ms. Shirley Malloy, Member of the General Public.
Mr. Nick Roomel, DAAB, Chair of Public Policy Committee

I. Call To Order, Introductions, Approval of the Minutes and Agenda

Ms. Georgia Bates Creel, DAAB, Chair called the committee meeting to order at 3:34pm. Roll call was taken and introductions were made. Ms. Bates Creel welcomed everyone attending the meeting. A quorum was established at the meeting. Ms. Bates Creel introduced Mr. Nick Roomel, DAAB, Chair, Public Policy Committee to the committee members.

A motion was made and second to approve and adopt the committee meeting minutes from the November 1st committee meeting. The committee unanimously approved and adopted the November 1st committee meeting minutes.

The agenda for the January 10th meeting was approved and adopted by the committee.

II. Old Business

Ms. Bates Creel, Chair, DAAB stated that it is time to begin scheduling program site visits for the first quarter of 2002. Ms. Bates Creel reminded the committee that program site visits are conducted on Mondays or Wednesdays from 10a to 12p most of the time. The Executive Officer reminded the committee that there are Monday holidays in January and February. Ms. Bates Creel along with Mr. Bill Bisesto, Chair, CAAB engaged the committee members in discussing possible programs and dates to target this quarter.

The Executive Officer announced to the committee the move of the administrative office to 1663 Mission Street, Suite 204. The Executive Officer also told the committee that all the files are packed because the movers are scheduled to arrive on Friday, January 11th at 8:30a. The move of the administrative office is scheduled for Friday, January 11th. The Executive Officer also told the committee that all provider letters and provider agendas are stored in a file on the computer and the computer files associated with the committee are currently being migrated to the new computer at the new location. The Executive Officer stated that she did not know if she would computer access on Friday, January 11th. The Executive Officer told the committee that all full Board

meetings would be held at 1380 Howard Street, 4th Floor CSAS Conference Room and all committee meetings for both Boards would be held at 1663 Mission Street, Suite 204. The Executive Officer told the committee that she follows up the mailing of provider letters with a phone call to the program.

Mr. Bill Bisesto, Chair, CAAB volunteered to type and mail the provider letters along with the agenda to those providers the committee is requesting a program site visit. Ms. Bates Creel, Chair, DAAB stated that she would like to get brochures from programs at least a week before the scheduled program site visit. The Executive Officer stated that she would request the programs to send the brochures to the administrative office. Ms. Lavita Daniel asked if the committee was going to follow-up with Aviva House. Ms. Bates Creel, Chair, DAAB responded by saying the committee will follow-up with Aviva House and also visit Mia and Pomeroy Houses.

Mr. Nick Roomel, Chair, DAAB Public Policy Committee asked if the committee looks in the client's files on program site visits? Mr. Bill Bisesto, Chair, CAAB stated currently the committee members do not look in the client's files and that in the past the committee has reviewed client files and did not find the information useful. Most information in client files is clinical in nature. Mr. Bill Bisesto, Chair, CAAB reminded the committee that the clients that are interviewed on program site visit is "hand-picked" by the program.

Mr. Nick Roomel suggested the committee start to look at the client files and focus on reasons for discharge. Mr. Nick Roomel suggested that committee might want to think about looking at client files in order to determine if the program meets the client's needs. Mr. Tony Hester, CAAB reminded the committee including Mr. Nick Roomel that most programs are multi-modality and most programs provide linkages to ancillary services.

The following programs have been targeted for program site visits in 2002:

Need to schedule these visits.

Target Population	Program	Date	Committee Members
Adult Day Treatment Services	Walden House Mission Street	Week of Feb. 4th	Robert Wood John Malloy Tony Hester Bill Bisesto
Women's Detox and Residential Services	Haight-Ashbury Smith House at Treasure Island	Week of Feb. 11th	Fran Newman Georgia Bates Creel Tony Hester Vanessa Padilla (?)
Women with Children Residential Services	Jelani House 1601 Quesada at Lane	Week of Feb. 19th	Lavita Daniel Georgia Bates Creel Robert Wood
Adult Residential Adult Men	CATS – Redwood Center Redwood City, CA	Week of March 4th	Bill Bisesto John Malloy
Detoxification Services	Baker Place 399 Fremont Street San Francisco, CA	Week of March 11th	

III. New Business

Mr. Nick Roomel, Chair, DAAB Public Policy Committee told the committee that there is a situation in the community that needs to be addressed. Mr. Roomel told the committee that a program is opening up that would

house 600 homeless people who have substance abuse problems and that this program is providing treatment services and is located on Golden Gate across the street from St. Boniface Church. Mr. Roomel told the committee that bricks are falling on people while they are sleeping and that people are sleeping in the basement at St. Boniface Church. Mr. Roomel told the committee that the program is unsafe and is receiving City funding. Mr. Roomel also told the committee that the Department of Public Health is not involved because it is between the City and St. Anthony. Mr. Roomel told the committee that the basement of St. Boniface Church is currently being retrofitted for severe structural damage. Mr. Roomel told the committee the City is paying for the retrofitting of St. Boniface Church. Mr. Roomel was unable to give the committee the exact address of the program. Mr. Bisesto asked Mr. Roomel if this housing is permanent. Mr. Roomel stated that it is a temporary winter shelter that is supposed to become a permanent shelter. Mr. John Malloy asked Mr. Roomel if this program is coed or if children at the program. Mr. Roomel said it is a coed program and he has seen children at the program. Ms. Bates Creel stated that she did not know if it was in the purview of DAAB Bylaws to make program site visits to shelters but she was concerned about this facility since it receives funding from the City.

Ms. Bates Creel asked the committee if they would like to perform an unannounced program site visit. Mr. Robert Wood, CAAB objected to performing an unannounced program site visit to a winter shelter. Mr. Wood suggested that the unannounced program site visit would not follow the committee's protocol.

Ms. Bates Creel asked Mr. Roomel to go on a fact-finding mission and to gather as many facts about the program prior to members of the committee making a program site visit to the program.

Mr. Nick Roomel, Mr. Tony Hester, Mr. John Malloy, Mr. Bill Bisesto, and Ms. Georgia Bates Creel volunteered to visit the program Mr. Nick Roomel was talking about. Ms. Lavita Daniel asked Mr. Roomel what is the name of the program. Mr. Roomel said the program does not have a name but it has been called the Winter Program. Mr. Wood asked if a report would be produced by the next committee meeting based on the findings from the program site visit? Ms. Bates Creel stated that a report would be generated.

Mr. Roomel excused himself and left the committee meeting early.

Mr. John Malloy volunteered to call the Coalition on Homelessness, St. Anthony, and the Mayor's Office on Homelessness to find out more about the program Mr. Roomel was conversing about. Mr. Malloy also stated that he would also attempt to find out who is funding this program. Mr. Malloy will present his findings to the committee members who volunteered to make a program site visit and the committee will decide if a program site visit is warranted. Some of the committee members volunteered to visit the program Mr. Roomel was conversing about on Monday, January 14th as a public citizen not a member of the Advisory Boards, DAAB and CAAB.

Ms. Bates Creel presented to the committee the idea of having CAAB and DAAB Symposium where the theme is “Collaboration Effort”. Ms. Bates Creel stated that the idea of having joint symposium was suggested by the previous President, DAAB. Ms. Bates Creel stated that given the conditions of the current economic environment, budget deficits and high unemployment, that agencies should come together and pool the resources. Ms. Bates Creel envisions having representatives from DPH, DMHS, Juvenile and Adult Criminal Justice, Faith-Based Community, CSAS, TAP, Medical Community, Board of Supervisors, and the Mayor.

The committee agreed with the concept of a CAAB/DAAB Symposium and decided to form a Conference Planning Taskforce.

The members of the Conference Planning Taskforce are as follows:

Mr. Tony Hester, CAAB
Ms. Lavita Daniel, DAAB
Ms. Georgia Bates Creel, DAAB
Mr. John Malloy, CAAB
Mr. Robert Wood, CAAB

The Conference Planning Taskforce will have their first committee meeting on Tuesday,

February 12, 2002 at 4pm at 1663 Mission Street, Suite 204 in the large TAP Conference Room.

IV. **Public Comment**

No comment from the public.

Adjournment of CAAB/DAAB Planning and Evaluation Committee Meeting at 5:08pm.

Next meeting of the Planning and Evaluation Committee is scheduled on:

**Thursday, February 14, 2002 at
1380 Howard Street at 10th Street from 3:30pm to 5:00pm
In the Fourth Floor CSAS
Conference Room.**

Minutes Respectfully Submitted by Danita L. Mathis