



LEAD SF

Operational Workgroup Action Minutes

Date: Friday, November 3, 2017 Time: 9:00 – 10:30 am	
Attendees: (in alphabetical order by last name)	Angelica Almeida, Ph.D. and Robin Candler (DPH) – Operational Workgroup Leads Deputy Chief Mikail Ali (SFPD), Daniel Balzer (Glide), Lauren Bell (SFAPD), Nicole Brooks (DPH), Jessica Burleigh (HTA), Frank Castro (Glide), Janet Ector (Glide), Sgt. Joel Enriquez (BART), Jeanette Good (Public Defender’s Office), Lt. Gil Lopez (BART), Carole McKindley-Alvarez, Psy.D. (Felton) <i>via phone</i> , Kyriell Noon (Glide), Jason Norelli (Glide), Robin Ortiz, Ph.D. (Felton) Julianne Perez (Harder+Company), Armando Sandoval, MFT (BART) <i>via phone</i> , Simin Shamji (SF Public Defender’s Office), Rani Singh (ADA, SFDA), Tiffany Sutton (LEAD ADA, SFDA), Danielle Toussaint, Ph.D. (HTA), Cristel Tullock (SFAPD), Jared Walker (Felton), Joe Williams (Glide), Raymond Winters (SF Sherriff’s Dept.)

Action Item	Responsible	Timeline	Update
<u>Confidentiality Agreements:</u> 1. All attendees signed a confidentiality agreement, and Angelica coordinated confidentiality agreements with those participating via phone (Armando S. and Carole M.A.) 2. Action: LEAD Planning Team to follow-up with Policy Committee members to sign confidentiality agreement.	2. LEAD Planning Team	2. Before next PC update	
<u>General Updates:</u> 1. Procedures edited: Sugary drinks are not permitted for purchase with grant funding. 2. Gold Card referrals give individual an appointment for individuals with serious mental health needs but don’t triage them faster, consistent with non-displacement grant requirements.	1. LEAD Planning Team		1. Done 2. Done
<u>Soft Launch Updates and pre-booking referrals:</u> 1. Felton Case Manager reached out to LE at Mission station, this encouraged participation and relationship-building. a. Action: LEAD Planning Team / OW to consider more intentional/consistent coordination of providers and LE in both Mission and Tenderloin during initial launch period. b. Glide has set-up a meet and greet with Tenderloin LE.	1.a. LEAD Planning Team / OW	1.a. During Launch / TBD	



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2. BART P.D. noted targeted LEAD outreach on Tuesdays. 3. Important for LE to “take the lead on LEAD” (e.g. assess arrests/citations even outside of soft launch area as they come in to familiarize with what would be considered LEAD eligible). 4. Public Defender’s Office has been assessing sales/possession for sale cases as they come in to CMS to determine location and eligibility, and can share those that are LEAD eligible, including location, to law enforcement to assess. a. Future action/consideration: Police Department, Public Defender, and DA to go through cases and ensure there are no disconnects (e.g. eligibility assessment, etc.)			
<u>Social Contact Referrals:</u> 1. Update: Visit from two BART police officers at the CASC. Had identified potential social contact referral. Robin C. (DPH) ran it by Tiffany S. (DA) and confirmed eligibility, but LE could not later locate referral. a. Action: In the future LE can inform DPH at CASC ahead of time, or go ahead and make the referral.	1.a. LE	1.a. On-going	
<u>Trainings:</u> 1. Law Enforcement Orientation/Training scheduled with BART. 2. Action: OW can contact Robin C. to request additional training. 3. Trauma-Informed Systems Training Several OW members attended 1 st training date on 10/31. 2 nd training scheduled for 11/14. a. Action: OW members to contact Robin C. to attend. 4. Motivational Interview Training: Case manager (Glide) has contact/resources and will share with Robin C. 5. Implicit Bias Training: Police Department contact will try to integrate us into trainings that are already scheduled. TBD	1. Robin C. 2. OW 3. OW 4. Glide/Robin C. 5. Robin C. 6. LEAD SF Planning Team / Laura T.	1. Scheduled 2. On-going 3. 11/14 training 4. TBD 5. TBD 6. TBD	1. Completed on 11/7



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6. 2nd Seattle Site Visit pending, TBD.			
<p><u>LEAD Partner Updates:</u></p> <ol style="list-style-type: none"> 1. Glide: Fully staffed. Purchased a vehicle (8 seats). 2. Felton: Outreach worker hiring in progress. Looking for bilingual staff. Purchased vehicle, still deciding on space, but it will be in the mission. 3. BART: Officers have expressed follow-up questions post-training and need clarity. Officers are interested and sharing information with each other. <ol style="list-style-type: none"> a. BART training scheduled with evening shift officers. 4. Police Department: More officers are being informed of LEAD rather than smaller launch group/point people. <ol style="list-style-type: none"> a. Key consideration: Ensure that capacity and logistics can support referrals if all officers are participating in LEAD (e.g. evening officers, referral capacity). 5. Sherriff's Department: Waiting for extended roll-out from initial launch (BART Station) hotspots. <ol style="list-style-type: none"> a. Action: Discuss timeline for extending initial launch referral zones at next OW (11/17). 6. Probation Dept.: Ready to accept referrals. 7. Evaluation team: Sent out data requests to OW partners. <ol style="list-style-type: none"> a. Contact Danielle/Chandreve/LEAD SF email with any additional evaluation questions/needs. <p>Nicole Brooks (DPH): taking over time studies responsibility. Anything LEAD related counts (e.g. in-kind purchases including furniture for LEAD designated areas), Action: OW can reach out to Nicole B. / LEAD SF email with questions.</p>	5.a. LEAD SF Planning Team	5.a. Next OW (11/17)	



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<p><u>Charging/Restitution Updates:</u></p> <ol style="list-style-type: none"> 1. Tiffany S. (DA's Office) looked into this including examples from neighborhood court. <ol style="list-style-type: none"> a. Restitution is usually paid up front. If they don't pay, restitution officers need to charge the case. Neighborhood courts coordinator mentioned over three to four years this has only come up for 2-3 cases. b. When restitution involves a store, commissary notes can be considered a consistent payment of restitution. c. Action: Tiffany S. is getting confirmation, and then will put in writing and send to Simin S. (Public Defender's Office). d. Action: Angelica will add Charging/Restitution update to Procedures when confirmed. 2. Additional Updates from DA's Office: <ol style="list-style-type: none"> a. Tiffany S. assessed misdemeanor citations and pending cases for LEAD eligibility. Identified 1 eligible case in the Mission and shared with D.C. Ali. Identified 1 potentially eligible case in Tenderloin (possession for sale) though use of narcotic was not specified on officer's report. b. Key consideration: LE Officers should note how possession relates to intent to use for subsistence living. 	<p>1.c. Tiffany S. (DA) 1.d. Angelica</p>	<p>1.c. By 11/17 OW 1.d. TBD</p>	
<p><u>Additional Updates:</u></p> <ol style="list-style-type: none"> 1. Next year will move OW to larger room. 2. Angelica A. and Robin C. will update email list. <ol style="list-style-type: none"> a. Action: OW members to contact Robin/Angelica to add/remove individuals from email list. 	<p>2. Angelica / Robin</p>	<p>2. TBD</p>	
<p>NEXT OPERATIONAL WORKGROUP MEETING: November 17, 9:00-11:00 am</p>			