Attendees: David Ishida, Steve Ishii, Mary Ishisaki, Kimberly Kolbe, Rob Malone, Lawrence Nakamura, Kathy Nelson, Jerry Ono, Robert Sakai, Sim Seiki, Michael Sim
Absent: Dennis Kern, Eric Moulton, J.P. Oliver, Abraham Sanez
Staff: Grace Horikiri
Guests: Emily Glick, Judy Hamaguchi, Eileen Langhorn, Sandy Mori, Nob Mihara, Steve Nakajo, Lauren Nosaka, Benh Nakajo, Tats Ogawa, Randy Quezada, Coco Tando

1. Call to order and roll call
The meeting was called to order at 6:06 pm

2. Discussion and Approval of August 8 Minutes*
Minutes of the JCBF Board meeting on August 8, 2018
It was moved by Robert Sakai and seconded by Mary Ishisaki to accept the draft minutes from the August 8, 2018 meeting.
The motion passed by a unanimous vote.

Public Comment: Guest Nob Mihara noted an error on Page 6. The date for the next meeting was incorrectly shown as September 12. Correct date is August 8.

3. Executive Director Report

A. Meeting with Fillmore Merchants & San Francisco Council of District Merchants (7/13/2018) - Grace Horikiri reported on the meeting with Vas Kiniris (President, Fillmore Merchants Association and Executive Administrator of SFCDM) and Henry Karnilowicz (President of SFCDM). Discussed the challenges the many merchants associations are having, such as vacancies, as well as ways the neighborhood are promoting to locals and visitors. Events such as Sunday Streets, Farmer’s Markets have proven to be effective and they encouraged Japantown to look outside the box. She will continue these monthly meetings with them to keep abreast of merchant activities throughout the City.
SFCDM also asked if the JCBD would be interested in becoming a member. Annual fee is $250.00. JCBD would be listed and highlighted as a member on their website as well as any future promotions.

B. SFPD Northern Station Summer Meet & Greet (7/24/2018) - Grace Horikiri attended the recent Meet & Greet at the Fillmore & Turk Mini Park across from No. Station with Lauren Nosaka of the JTF, Chief Scott as well as Capt. Engler were present to greet many Fillmore residents. Representatives from Sunday Streets, Safe Streets and the Buchanan YMCA were also present. It was a good opportunity for the JCBD and JTF to address the homeless issues and car break-ins occurring in Japantown with the Chief. Hopefully we can discuss further at the API Council’s meeting with Chief Scott scheduled for Monday, September 10th in Japantown.

C. Mayor’s Fix It Team Press Conference (7/24/2018) - Board President David Ishida, Sandy Mori (Board President JTF) and Grace Horikiri attended the Mayor’s Fix It Team Press Conference held at Zuckerberg SF General Hospital. Mayor Breed signaled her commitment to carry on the important work that the Mayor’s Fix It Team is doing by allocating an additional $750,000 to continue the work of this great program. Our hard working point person, Sandra Zuniga, invited a number of people from Japantown to join in the occasion.

D. District 5 Community Clean Up (7/28/2018) - Volunteers from the Japantown community gathered to paint the Webster Street Bridge overpass. Grace Horikiri along with District 5 residents met at as well as planted trees along Sutter Street and cleaned the tree bases in the Buchanan Mall.

E. OEWD’s Total Grant Solution (TGS) Training Webinar for Grantees & Contractors (8/3/2018) - Grace Horikiri took part in the online webinar training hosted by the Office of Economic and Workforce Development. The training focused on the on-line invoicing platforms used by the OEWD. It allows users to track and manage a projects’s budget, invoice status and project balances.

F. No Trespassing Signs - Grace Horikiri reported that she is in discussion with Greg Marutani regarding getting all the No Trespassing signs for CBD businesses and property owners updated. Many have expired. Greg provided the JCBD with a complete list that includes how many of these signs each business/property owners require. There is a process that includes sending a copy to No. Station so that they have it on file.

4. Introduction of Guest - Supervisor Vallie Brown

Board President David Ishida introduced Supervisor Vallie Brown. She was delighted to see that the CBD was formed. Also spoke about the importance of Japantown being designated as the first Cultural Heritage District. She also attended the recent Peace Plaza meeting. She sees the progress being made in Japantown and commented that many neighborhoods are looking at Japantown as model and thanked the late Bob Hamaguchi for spear heading the efforts. Supervisor Brown was also pleased to see so many participate in the Webster Street Bridge painting. She also introduced Shakirah Simley, Legislative Aide.
Supervisor Brown opened the discussion to any pressing issues affecting Japantown. Board President David Ishida pointed that Japantown is currently dealing with the homeless, especially those with mental health issues. Randy Quezada of Dept. of Homeless and Supportive Care and Eileen Loughran of Dept. of Public Health are also here tonight to provide information on what we can do as a community.

She stressed that San Francisco is in a housing, opioid and homeless crisis. We can’t just walk away, we need to do something and the City is looking at all options to tackle these issues.

Supervisor Brown touched on the following:

• There is a pilot program that the SFPD has created and is being used in the Tenderloin that includes police and social workers to analyze situations and together make an action plan
• Resting Places at neighborhood churches where homeless can come during the day to rest and at the same time receive services
• Navigation Centers

5. Introduction of Guests from the Department of Health and Department of Homeless and Supportive Housing

Eileen Loughran, Health Program Coordinator/Community of the Dept. Public Health and Randy Quezada of Dept. Homeless and Supportive Housing were introduced. Randy was present at the Mayor’s Fix-It Team Japantown Community Meeting that was held back in May.

Both Eileen and Randy stressed the importance of using the 311 app. Information is received and routed to the Healthy Street Operation Center. The San Francisco Police Department, Public Works, Department of Public Health, Department of Homelessness and Supportive Housing and the city’s 311 system make up the core of the Healthy Streets Operations Center. Each of these organizations have lists of highest need individuals. DPH and DHSH are now sharing their lists to better identify individuals and determine the type of care/services needed.

As Supervisor Brown mentioned that San Francisco is having a crisis. The situation is bad in San Francisco but is even horrifying in cities like Philadelphia. Today people are using heroin during the day and methamphetamine at night to sleep.

Eileen spoke about the one homeless individual that was causing a threat and overturning garbage receptacles in Japantown, it was JCBD’s email trail with DPH Director Barbara A, Garcia that triggered responsive action.
Board member Rob Malone also commented that even though we have our contacts when we see problems we tend to make calls but it is even more important to use the 311 app so that these incidents are tracked and logged. Ed Reskins who started the 311 Department is an avid user of the app.

- Statistics are created, metrics are counted
- Resource are allocated
- Data is tracked and logged

**311 App Comments:**

Board Vice President Robert Sakai pointed out that the current 311 app has no category to call in for homeless issues. Although there is an area “Encampment” he wasn’t sure if that was the appropriate area on the app to select. To clarify, “Encampment” selection on the 311 app can be selected to report even a single individual camped out in front of property.

The app is going through updates and these comments will be taken back to their departments.

Guest Steve Nakajo also commented that using the 311 app is a learning curve and currently many of us take photos and send to Grace. But we need to organize a group of people that can take down these incident reports and go over these metrics.

David Ishida commented that Japantown is very knowledgeable when it comes to human services and social services. We will do our share to document the various incidents but will ask the DPH and the DHSS to provide us written protocols for handling of very common situations on what we should be doing and what we think is an acceptable response and response time. We would distribute that out to our community, follow protocols and help you measure 311 responses. It may only be 5% of what is going on we hope to keep increasing those numbers. However, when we call you directly it is because we see it daily.

Randy also mentioned even using Stay Away Order but it is a lengthy process.

David requested if Eileen and Randy can send out someone to meet the particular individual as the community feels that his acts is escalating. An Engagement Specialist (behavior health workers) was sent out a few time to see this individual.

**Continuation of Executive Director’s Report**

**G. Block by Block Cleaning Highlights - April - July**

3 month review shows decline in sharps (needle) pick up (Attachment A).

Significant drop on sharps (needles) but increase in cigarette butts in the Mall.

**H. Cigarette Butt Hot Spots** - Block by Block provided a hotspot map that shows concentration primarily around Pa’ina Restaurant and Post at Buchanan. We previously spoke about buying receptacles. But we have to consider proper disposal and man power to empty it. Block by Block provides Teracycle Cigarette receptacles that they provide services for.
Grace Horikiri and Steve Nakajima will be meeting with Eugene Morallos of BBB to
go over the Teracycle Cigarette Program as well as discuss Power/Pressure
Washing schedule.

J. JapantownSF logo - Grace Horikiri presented the final version was presented.
Taking in all the comments from the previous meeting. The Board will move forward with
the final design.

K. Marketing and Communication Meeting - Before we gather the other groups (JMA,
Japan Center Malls, NPC) the JCBD should lead the way and create a Strategic Marketing
Plan. Grace will gather a few Board members to work on this.

David Ishida thanked Mary and Grace for preparing the report. The balance sheet is
self explanatory. Expense items may need to be renamed to better clarify for
auditing purpose. Currently some of the expense items are listed with a “split.”
These splits reflect the multiple items in an invoice. For example JACL's rent
invoice includes line items for utilities and in-house photocopies.
As of June 30th our checking account balance is $237,503.53.
P&L statement will be presented at the next Board meeting so that all the expenses and
income are accounted for and that we can see the remaining budget for Environmental and
Economic Enhancements.
Motion to accept the Finance Report made by Robert Sakai, second by Jerry Ono.
The motion passed by a unanimous vote.

7. Homeless Encampment Who to Call for Assistance and Incident Report Spreadsheet
The Homeless Encampment Who to Call for Assistance will be available to the community
through the newsletter. It will be translated into Japanese & Korean.
Should include materials from the DPH and DPHSS as mentioned in Item 5.
The Incident Spreadsheet will be updated on a regular basis and shared with the
various organizations as well as City departments.

8. Community Events

Grace thanked the Board for their sponsorship. Guest Steve Nakajo commented that it was
the best Street Fair he has attended, especially the Doggie World Parade. Guest Tats
Ogawa commented that he heard the music was loud and too aggressive (too young). Nob
Mihara commented that the next morning the streets and sidewalks were stunningly clean.
Guest Sandy Mori also praised the leadership of the Fair and recognized Grace Horikiri for
starting the Doggie World area.
B. United for Compassion 2 (8/9/2018) - Guest Judy Hamaguchi (JACL) reported that the first United for Compassion was held back on November of 2016. It focused on the Muslin ban. 400 attended. This year’s event will be held on Thursday, August (7:00 - 8:30pm). More organization are involved and it will coincide with the eve of the 30th Anniversary of Civil Liberties Act. There will also be a video presentation of Sox Kitashima’s speech from the DOR event. It’s significant for our community to attend not in anger but united in compassion.

9. Public Comment**

A. CBD Map
Guest Tats Ogawa inquired if the CBD map can be redrawn to include some of the residences on Hemlock. Robert commented that it would be hard to do that as it will be a lengthy process. Tats has called 311 but have not seen any response.

B. Peace Plaza Vision Plan Community Meeting
Guest Steve Nakajo reported that the first one held on July 31st at the JCCCNC was very successful. Second Community Meeting (Fall 2018) will focus on the design concepts.

C. SF Japantown Foundation
Guest Sandy Mori of the Japantown Task Force inquired if the JCBD will be applying for a capital planning project. JCBD will be submitting a separate submission for $10,000 for the Buchanan Mall revitalization planning. JTF will be submitting an application for the Peace Plaza.

D. Action Item
Guest Coco Tando commented to not forget to add the asterisks for the “Action Items.” She was happy to see the documentation and progress of the JCBD.

10. Adjournment*
It was moved by Michael Sim and seconded by Robert Sakai to adjourn the meeting at 7:30pm.
The motion passed by a unanimous vote.

Next JCBD Board Meeting: Wednesday, September 12, 6:00 P.M. at the National Japanese American Citizens League Headquarters Building (1765 Sutter St., San Francisco, CA 94115)

* May Require Board Action

** General Public Comment: Members of the public may address the Board for up two minutes with respect to each item on the agenda, and may speak up to two minutes regarding matters not on the agenda during general public comment.

Meeting materials distributed to the JCBD Board members are available for inspection and copying during regular office hours at the Japanese American Citizens League Building, 1765 Sutter Street, 2nd Floor, prior to the meetings.