



City and County of San Francisco  
Shelter Monitoring Committee

**DRAFT MEETING MINUTES  
SHELTER MONITORING COMMITTEE  
POLICY SUBCOMMITTEE MEETING**

**June 1, 2017  
4:30 PM – 5:30 PM  
1380 Howard Street  
Room 424 (4th Floor)  
San Francisco, CA 94103**

**Present:**

*Subcommittee Chair Nick Kimura  
Subcommittee Member Patrina Hall  
Subcommittee Member Leslie Bilbro  
Subcommittee Member Loretta Gaines*

**Excused:**

*Subcommittee Member Lauren Kahn*

**CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS** 2 min

*Subcommittee Chair Kimura called the meeting to order at 4:32 PM. Subcommittee Member Bilbro was not present during roll call. There was quorum.*

*Subcommittee Member Bilbro was noted as present at 5:25 PM*

**I. MINUTES** *ACTION*  
**A. March 2017 Minutes** **Subcommittee Chair Kimura** 5 min

The Subcommittee reviewed the draft March 2017 Minutes.  
*Explanatory document- March 2017 Draft Minutes*  
**Proposed Action: Approve Minutes.**  
**No public comment**  
**M/S/C: Hall/Kimura/Unanimous**  
**March 2017 Minutes approved**

**II. NEW BUSINESS** *DISCUSSION/ACTION*

**A. NAVIGATION CENTERS** **Subcommittee Chair Kimura** 15 min

The Subcommittee reviewed and voted on a letter urging HSH to implement the Standards of Care in Navigation Centers. The Subcommittee had a discussion on

funding sources for the Navigation Centers and the possibility of a month-long grace period if providers were to implement the Standards of Care.

*Explanatory document – Letter re: Navigation Centers*

**Proposed Action: Approve Letter**

**Public comment:** Rocco Lopez from Hamilton Family Residence stated that he was surprised to learn that the Navigation Centers were housing homeless individuals overnight because they had been presented to providers as placement centers that would direct clients to services.

**Public comment:** Will Daley from the Shelter Client Advocates stated that the Department of Homelessness and Supportive Housing was changing the definition of a shelter and that they weren't going to implement the Shelter Grievance process in the Navigation Centers.

**M/S/C: Hall/Gaines/Unanimous**

**Letter re. Navigation Centers approved**

**B. FAMILY COORDINATED ENTRY**

**Subcommittee Chair Kimura** 15 min

The Subcommittee discussed concerns around the homeless family Coordinated Entry system, such as the potential incentive for families to stay on the streets instead of accepting emergency shelter in order to be prioritized for family shelter placement and the lack of opportunity for providers to share their input with the City.

*Explanatory document – Family Triage Process*

**C. RESERVATION EXTENSION POLICY**

**Subcommittee Chair Kimura** 15 min

This item was tabled until the next Policy Subcommittee meeting.

*Explanatory document – Reservation extension policy*

**D. VACANT SHELTER BEDS**

**Subcommittee Chair Kimura** 15 min

This item was tabled until the next Policy Subcommittee meeting.

*Explanatory document – Vacancy report*

**Adjournment**

**No public comment**

**Proposed Action: Approve adjournment**

**M/S/C: Gaines/Kimura/Unanimous**

**Adjournment approved**

*Meeting adjourned at 5:34 PM*

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