



City and County of San Francisco  
**Shelter Monitoring Committee**

**AGENDA**  
**SHELTER MONITORING COMMITTEE**  
**POLICY SUBCOMMITTEE MEETING**

**September 20, 2016**  
**4:30 PM – 5:30 PM**  
**1380 Howard Street**  
**Room 515 (5th Floor)**  
**San Francisco, CA 94103**

**Roster:**

- Subcommittee Chair Gary McCoy*
- Subcommittee Member Kendra Amick*
- Subcommittee Member Matthew Steen (SMC Vice-Chair)*
- Subcommittee Member Terezie Bohrer (SMC Secretary)*
- Subcommittee Member Moses Mukami (SMC Chair)*
- Subcommittee Member Patrina Hall*

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

- I. MINUTES** *ACTION*
- A. August 2016 Minutes** **Subcommittee Chair McCoy** *5 min*
- The Subcommittee will review the draft August 2016 Minutes.  
*Explanatory document- August 2016 Draft Minutes*
- Public Comment will be heard before the proposed action.**  
*Proposed Action: Approve Minutes.*

- II. OLD BUSINESS** *DISCUSSION/ACTION*
- A. PSSMC 092016-2: Shelter Bed Utilization** **Subcommittee Chair McCoy** *15 min*
- The Subcommittee will have follow-up discussion based on the information received from DSHS regarding how particular beds are administered (Resource beds, CAAP beds, CJC beds, Senior set aside, VA, and SFHOT)
- B. PSSMC 092016-3: Revision to Shelter Training Manual** **Subcommittee Chair McCoy** *10 min*
- The Subcommittee will continue the discussion and follow up on action items for the revision of the Shelter Training Manual.  
*Explanatory documents – Shelter Training Manual*

## II. NEW BUSINESS

## DISCUSSION

### A. Site Visit Projections for Fiscal Year Committee Staff Jeff Simbe 10 min

Staff will review the amount of site visits the Committee is expected to complete for the current fiscal year. Staff will also update the Committee on the recommendations to changes in the legislation.

*Explanatory documents – Site Visit Projections*

### B. New Agenda Items for Current Fiscal Year

Subcommittee Chair McCoy 10 min

The Subcommittee will discuss any future items to work on for the current fiscal year.

## III. INFORMATION REQUESTS

## DISCUSSION

### A. Information Requests Subcommittee Chair McCoy 5 min

The Committee will put forward any items discussed during the meeting requiring an Information Request from a City & County of San Francisco agency or contracted agency.

### Adjournment

This item requires a motion, a second, and to be carried.

**Public Comment will be heard before the proposed action.**

***Proposed Action: Approve adjournment***

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Administrator  
Sunshine Ordinance Task Force  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689  
Phone 415.554.7724  
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E-mail [sotf@sfgov.org](mailto:sotf@sfgov.org)

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