



City and County of San Francisco
SHELTER MONITORING COMMITTEE

MEETING MINUTES

October 17, 2018 / 10:00 AM
City Hall, Room 408 / San Francisco, CA 94102

Roster:

Committee Member Gavin James
Committee Member Nicholas Kimura
Committee Member Lauren Kahn
Committee Member Jonathan Adler
Committee Member Stephen Irwin

Excused:

Chair Mwangi Mukami
Committee Member Loretta Gaines
Committee Member Traci Watson

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

The meeting began at 10:08 AM. Quorum was not met. Any actions taken by the Committee must be ratified at the next Committee meeting with quorum.

I. REPORTS

DISCUSSION/ACTION

A. POLICY SUBCOMMITTEE Subcommittee Chair Kimura 10 min

Subcommittee Chair Kimura provided an update from the Policy Subcommittee, which included information on the Standards of Care that the Committee should be monitoring at the Navigation Centers. Subcommittee Chair Kimura also reported that the Subcommittee is still following up with the Department of Homelessness and Supportive Housing on whether or not clients that were DOS'd from the Navigation Centers could be given referrals to an alternative shelter placement.

B. STANDARD OF CARE STAFF REPORT Committee Staff 10 min

Committee staff reviewed the August and September 2018 Standard of Care Staff reports.

Explanatory document- August 2018 Standard of Care Staff Report, September 2018 Standard of Care Staff Report

III. NEW BUSINESS

DISCUSSION/ACTION

A. 2017-2018 ANNUAL REPORT Chair Mukami 10 min

Committee staff stated that the Annual Report for fiscal year 2017-2018 would be on the agenda for approval at the next Committee meeting and requested that Committee members submit comments and edits by the end of October 2018.

Explanatory document: Draft of Annual Report FY17-18

B. OFFICER NOMINATIONS **Chair Mukami** *10 min*

The Committee discussed potential nominations to fill the vacant Vice-Chair and Secretary officer positions. Member Kahn stated that she would nominate Member Irwin for Secretary, Member Kimura stated that he would second the nomination. Member Kimura stated that he would nominate Member Adler for Vice Chair, Member Kahn stated that she would second the nomination.

Explanatory document: Committee Officers

IV. PUBLIC COMMENT **DISCUSSION** *3 min*

Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect to an action item [denoted by **Proposed Action** after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item [denoted by **Discussion**] on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item.

Meeting adjourned at 10:33 AM

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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
Fax 415.554.7854
E-mail sotf@sfgov.org

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