



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

**AGENDA**  
**SHELTER MONITORING COMMITTEE**  
**March 18, 2015**  
**10:00 AM**  
**City Hall, Room 408**  
**San Francisco, CA 94102**

**Roster:**

<i>Chair Nicholas Kimura</i>	<i>Committee Member Charles Morimoto</i>
<i>Committee Member Cindy Ward</i>	<i>Committee Member Jonathan Bonato</i>
<i>Committee Member Terezia Boeher</i>	<i>Committee Member Matthew Steen</i>
<i>Committee Member Kendra Amick</i>	<i>Committee Member Moses Mukami</i>
<i>Committee Member Michael Kirkland</i>	

**PUBLIC COMMENTS WILL BE TAKEN FOR EACH AGENDA ITEM AS INDICATED.**

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

**Welcome: The Committee will welcome and ask the three new Committee members to introduce themselves.** *10 min*

- |            |   |                     |               |
|------------|---|---------------------|---------------|
| <b>I.</b>  | <b>MINUTES</b>  | <b>ACTION</b>       |               |
| <b>A.</b>  | <b>November 2014 Minutes</b>  | <b>Chair Kimura</b> | <i>5 min</i>  |
|            | The Committee will review the draft November, 2014 Minutes.<br><i>Explanatory document- November, 2014 Committee Minutes</i><br><b>Public Comment will be heard before the proposed action.</b><br><i>Proposed Action: Approve Minutes.</i>               |                     |               |
| <b>II.</b> | <b>REPORTS</b>  | <b>DISCUSSION</b>   |               |
| <b>A.</b>  | <b>Mayor’s HOPE Office</b>  | <b>Bevan Dufty</b>  | <i>10 min</i> |
|            | Bevan Dufty, Director of HOPE, Housing Opportunity, Partnerships and Engagement, will provide an update from his office.  |                     |               |
| <b>B.</b>  | <b>Shelter Status Reports</b>   | <b>Cindy Ward</b>   | <i>10 min</i> |
|            | <b>Human Service Agency (HSA) Report</b>  |                     |               |
|            | <ul style="list-style-type: none"> <li>• Shelter Vacancy Report</li> <li>• Shelter Turn Away Report-Family Shelter-Hamilton Emergency</li> <li>• Family Waiting List-Connecting Point</li> <li>• Winter Shelter for Single Adults and Families</li> </ul> |                     |               |
| <b>C.</b>  | <b>Hearing and Arbitration</b>  | <b>Chair Kimura</b> | <i>10min</i>  |
|            | <b>Quarterly Analysis Report</b>  |                     |               |

Chair Kimura will review the Shelter Client Advocate report for October to December of 2014 and the 2014 calendar year.

*Explanatory document: Hearing and Arbitration Analysis Report*

- D. Standard of Care Report** **Committee Staff** 10 min  
Committee staff will review the November, 2014, Standard of Care report.

- III. 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.

- IV. NEW BUSINESS** **DISCUSSION/ACTION**  
**A. Token Survey** **Chair Kimura** 5 min  
The Committee will discuss the goals, procedure, and timeline of the proposed token survey. The Committee will vote to approve the application of the survey.  
*Explanatory document: Token Survey*  
**Public Comment will be heard before the proposed action.**  
*Proposed Action: Approve Token Survey*

- B. Bethel AME Letter** **Chair Kimura** 5 min  
The Committee will review a letter drafted thanking the City and Providence Foundation for their extension of the Bethel AME Women's Winter Shelter.  
*Explanatory document: Bethel AME Letter*  
**Public Comment will be heard before the proposed action.**  
*Proposed Action: Approve letter*

- C. Imminent Danger Policy** **Chair Kimura** 10 min  
The Committee will discuss the Imminent Danger policy and possibly approve actions steps.

- D. Policy and Legislative Efforts for 2015** **Chair Kimura** 5 min  
The Committee will discuss future goals for policy and legislation affecting the Committee and shelter users.

- V. INFORMATION REQUESTS** **DISCUSSION**  
**A. Information Requests** **Chair Kimura** 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. The Committee will also review the response from past Information Requests

**B. Staff Report** **Committee Staff** *10 min*  
Committee staff will review the November, 2014, staff report.

**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  
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