



City and County of San Francisco
Shelter Monitoring Committee

AGENDA
SHELTER MONITORING COMMITTEE
July 20, 2016
10:00 AM – 11:30 AM
City Hall, Room 408
San Francisco, CA 94102

Roster:

Chair Mwangi Mukami
Vice Chair Matthew Steen
Secretary Terezie Bohrer
Committee Member Cindy Ward
Committee Member Kendra Amick
Committee Member Gavin James

Committee Member Gary McCoy
Committee Member Patrina Hall
Committee Member Charles Morimoto
Committee Member Darcel Jackson
Committee Member Anakh Sul Rama

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

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

WELCOME NEW COMMITTEE MEMBER GAVIN JAMES!

I. MINUTES *ACTION*
A. June 2016 Minutes **Chair Mukami** *5 min*
 The Committee will review the draft May 2016 Minutes.
Explanatory document- June 2016, Committee Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. OLD BUSINESS *DISCUSSION/ACTION*
A. SMC 072016-1: ADOPTION OF THE POLICY SUBCOMMITTEE
RECOMMEDATIONS ON HSA DOMESTIC VIOLENCE/IMMINENT
DANGER POLICY **Subcommittee Chair McCoy** *15 min*
 The Committee will consider and approve the recommendations of the Policy Subcommittee on HSA Domestic Violence/Imminent Danger Policy as the recommendations of the Committee, to be forwarded to relevant parties.
Explanatory documents: Draft HSA Domestic Violence/Imminent Danger Policy, Recommendations from Subcommittee document
Proposed Action: Approve the recommendations of the Policy Subcommittee on HSA Domestic Violence/Imminent Danger Policy

- III. NEW BUSINESS** *DISCUSSION/ACTION*
- A. SMC 072016-2: REVISION TO SHELTER TRAINING MANUAL FOR SAN FRANCISCO SINGLE-ADULT SHELTERS** **Committee Member Rama** 5 min
- The Committee will vote to review and recommend revisions to the Shelter Training Manual for Single-Adult Shelters in San Francisco. The Committee will research ways to incorporate the 32 current Standards of Care into future shelter staff trainings.
- Explanatory documents: none*
- Proposed Action: Assign to Policy Subcommittee**
- B. SMC 072016-3: REVISION OF SITE INSPECTIONS, PROCEDURES AND REPORTS** **Committee Member Hall** 5 min
- The Committee will review the member's motion for a revision to site inspection forms to include members' narrative input on the condition and ambience of single-adult, Drop-in centers and family emergency shelter sites.
- Explanatory documents: Committee Member Hall's Motion*
- Proposed Action: Assign to Policy Subcommittee**
- C. SMC 072016-4: ESTABLISHMENT OF BY-LAW REVIEW SUBCOMMITTEE** **Chair Mukami** 5 min
- Chair Mukami will advise the Committee about the establishment of the by-law review Committee.
- D. SMC 072016-5: BAY AREA REPORTER** **Chair Mukami** 5 min
- The Committee will discuss an interview request from the Bay Area Reporter.
- Explanatory documents: none*
- Proposed Action: Majority vote to grant interview to Bay Area Reporter**
- E. SMC 072016-6: DOLORES STREET COMMUNITY SERVICES** **Yesenia Lacayo** 10 min
- Yesenia Lacayo, Program Manager and Mayra Medel Sanchez will provide an overview of the services provided at Dolores Street Community Services (Santa Ana, Santa Martha/Santa Maria, Jazzie's Place shelters)
- III. REPORTS** *DISCUSSION*
- A. Mayor's HOPE Office** **Sam Dodge** 10 min
- Sam Dodge, Director of HOPE, Housing Opportunity, Partnerships and Engagement, will provide an update from his office.
- B. Shelter Status Reports** **Cindy Ward** 10 min
- Human Service Agency (HSA) Report**
- Shelter Vacancy Report
 - Shelter Turn Away Report-Family Shelter-Hamilton Emergency
 - Family Waiting List-Connecting Point
 - Winter Shelter for Single Adults and Families

C. Standard of Care and Staff Report **Committee Staff** 10 min
Committee staff will review the April 2016, Standard of Care and Staff report.

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.

Adjournment

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

Proposed Action: Approve adjournment

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A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE THROUGH:

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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