AGENDA
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
April 18, 2017
4:30 PM – 5:30 PM
1380 Howard Street
Room 424 (4th Floor)
San Francisco, CA 94103

Roster:
Subcommittee Chair Gary McCoy
Subcommittee Member Nick Kimura
Subcommittee Member Patrina Hall
Subcommittee Member Lauren Kahn
Subcommittee Member Leslie Bilbro
Subcommittee Member Loretta Gaines

CALL TO ORDER/Roll Call/Agenda Adjustments  2 min

I. MINUTES  Action
A. March 2017 Minutes  Subcommittee Chair McCoy  5 min
The Subcommittee will review the draft March 2017 Minutes.
Explanatory document- March 2016 Draft Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. OLD BUSINESS  Discussion/Action
A. SHELTER TRAINING MANUAL
   Subcommittee Chair McCoy  15 min
The Subcommittee will discuss possible recommendations for the Shelter
Training Manual.
Explanatory document – Shelter Training Manual

B. SENIOR SURVEY
   Subcommittee Chair McCoy  15 min
The Subcommittee will discuss on how to effectively roll out the Senior Survey.
Explanatory document – Senior Survey

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
Fax 415.554.7854
E-mail sotf@sfgov.org
Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City’s website at [www.sfgov.org](http://www.sfgov.org).

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