City and County of San Francisco
Shelter Monitoring Committee

DRAFT MEETING MINUTES
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
June 1, 2017
4:30 PM – 5:30 PM
1380 Howard Street
Room 424 (4th Floor)
San Francisco, CA 94103

Present:
Subcommittee Chair Nick Kimura
Subcommittee Member Patrina Hall
Subcommittee Member Leslie Bilbro
Subcommittee Member Loretta Gaines

Excused:
Subcommittee Member Lauren Kahn

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

Subcommittee Chair Kimura called the meeting to order at 4:32 PM. Subcommittee Member Bilbro was not present during roll call. There was quorum.
Subcommittee Member Bilbro was noted as present at 5:25 PM

I. MINUTES ACTION
A. March 2017 Minutes Subcommittee Chair Kimura 5 min
   The Subcommittee reviewed the draft March 2017 Minutes.
   Explanatory document - March 2017 Draft Minutes
   Proposed Action: Approve Minutes.
   No public comment
   M/S/C: Hall/Kimura/Unanimous
   March 2017 Minutes approved

II. NEW BUSINESS DISCUSSION/ACTION
A. NAVIGATION CENTERS Subcommittee Chair Kimura 15 min
   The Subcommittee reviewed and voted on a letter urging HSH to implement the Standards of Care in Navigation Centers. The Subcommittee had a discussion on
funding sources for the Navigation Centers and the possibility of a month-long grace period if providers were to implement the Standards of Care.

*Explanatory document – Letter re: Navigation Centers*

**Proposed Action: Approve Letter**

**Public comment:** Rocco Lopez from Hamilton Family Residence stated that he was surprised to learn that the Navigation Centers were housing homeless individuals overnight because they had been presented to providers as placement centers that would direct clients to services.

**Public comment:** Will Daley from the Shelter Client Advocates stated that the Department of Homelessness and Supportive Housing was changing the definition of a shelter and that they weren’t going to implement the Shelter Grievance process in the Navigation Centers.

*M/S/C: Hall/Gaines/Unanimous*

*Letter re. Navigation Centers approved*

**B. FAMILY COORDINATED ENTRY**

Subcommittee Chair Kimura 15 min

The Subcommittee discussed concerns around the homeless family Coordinated Entry system, such as the potential incentive for families to stay on the streets instead of accepting emergency shelter in order to be prioritized for family shelter placement and the lack of opportunity for providers to share their input with the City.

*Explanatory document – Family Triage Process*

**C. RESERVATION EXTENSION POLICY**

Subcommittee Chair Kimura 15 min

This item was tabled until the next Policy Subcommittee meeting.

*Explanatory document – Reservation extension policy*

**D. VACANT SHELTER BEDS**

Subcommittee Chair Kimura 15 min

This item was tabled until the next Policy Subcommittee meeting.

*Explanatory document – Vacancy report*

Adjournment

No public comment

*Proposed Action: Approve adjournment*

*M/S/C: Gaines/Kimura/Unanimous*

*Adjournment approved*

*Meeting adjourned at 5:34 PM*
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Sunshine Ordinance Task Force
City Hall, Room 244
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