



City and County of San Francisco

Shelter Monitoring Committee

MEETING MINUTES SHELTER MONITORING COMMITTEE POLICY SUBCOMMITTEE MEETING

June 28, 2017

4:00 PM – 5:00 PM

1380 Howard Street

Room 515 (5th Floor)

San Francisco, CA 94103

Roster:

Subcommittee Chair Nick Kimura

Subcommittee Member Lauren Kahn

Subcommittee Member Leslie Bilbro

Excused:

Subcommittee Member Patrina Hall

Subcommittee Member Loretta Gaines

Meeting called to order at 4:24 PM

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

2 min

I. MINUTES

ACTION

A. June 1, 2017 Minutes

Subcommittee Chair Kimura

5 min

The Subcommittee reviewed the draft June 1, 2017 Minutes.

Explanatory document- June 1, 2017 Draft Minutes

No public comment

Proposed Action: Approve Minutes.

M/S/C: Kimura/Kahn/Unanimous

June 1, 2017 Minutes approved

II. NEW BUSINESS

DISCUSSION/ACTION

A. LEGISLATION REVIEW

Subcommittee Chair Kimura

15 min

The Subcommittee reviewed the legislation guiding the Shelter Monitoring Committee's site visit requirements. The Subcommittee discussed potential changes to the required number of site visits and concerns that some changes would make the requirements too restrictive. The Subcommittee also discussed the possibility of increasing the number of visits if warranted by an increase in complaints or site visit infractions from the previous quarter.

Proposed Action: Recommend Site Visit Changes

Public comment: Charles Pitts stated that he thought the Committee should have the flexibility to choose when to conduct extra site visits and asked how shelters are notified of announced site visits. Charles Pitts also suggested that the Committee should make client complaint forms available at shelter providers and other sites where shelter clients access services.

Public comment: Ann Jones stated that she thought that 75% of the site visits should be unannounced and suggested that the Committee visit shelters on different nights of the week.

Adjournment

Proposed Action: Approve adjournment

No public comment

M/S/C: Bilbro/Kahn/Unanimous

Adjournment approved at 5:25 PM

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Administrator
Sunshine Ordinance Task Force

City Hall, Room 244

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