



City and County of San Francisco
Shelter Monitoring Committee

AGENDA
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING

August 23, 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 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. July 27, 2017 Minutes **Subcommittee Chair Kimura** *5 min*
 The Subcommittee will review the draft July 27, 2017 Minutes.
Explanatory document- July 27, 2017 Draft Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. NEW BUSINESS *DISCUSSION/ACTION*
A. LEGISLATION REVIEW **Subcommittee Chair Kimura** *15 min*
 The Subcommittee will review the legislation guiding our site visit requirements.
Explanatory document – Complaint/Infraction Numbers
Proposed Action: Recommend Site Visit Changes

B. COMPLAINT POLICY & PROCEDURE **SMC Chair Mukami** *30 min*
 SMC Chair Mukami will introduce a draft of revisions for the Complaint Policy & Procedures.
Explanatory documents – draft of Complaint Policy and Procedures, Complaint Process taken from SOC Legislation

III. INFORMATION REQUESTS

DISCUSSION

A. Information Requests Subcommittee 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.

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

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