



City and County of San Francisco

# Shelter Monitoring Committee

**AGENDA**  
**SHELTER MONITORING COMMITTEE**  
**POLICY SUBCOMMITTEE MEETING**

**August 3, 2018**  
**11:30 AM – 12:30 PM**  
**1380 Howard Street**  
**Room 515**  
**San Francisco, CA 94103**

**Roster:**

*Subcommittee Chair Nick Kimura*  
*Subcommittee Member Lauren Kahn*  
*Subcommittee Member Loretta Gaines*

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

- I. MINUTES** *ACTION*
- A. April and May Minutes** **Subcommittee Chair Kimura** *5 min*
- The Subcommittee will review the draft April 27, 2018 and May 3, 2018 Minutes.
- Explanatory document- April 27, 2018 and May 3, 2018 Draft Minutes*
- Public Comment will be heard before the proposed action.**
- Proposed Action: Approve Minutes.***

- II. NEW BUSINESS** *DISCUSSION/ACTION*
- A. SHELTER MONITORING COMMITTEE STAGGERED TERMS** **Committee staff** *5 min*
- The Subcommittee will discuss the implantation of staggered terms for Committee members.
- Explanatory documents – Legislation Recommendations, Staggered Terms*

- B. FAMILY SHELTER PLACEMENT POLICY** **Subcommittee Chair Kimura** *15 min*
- The Subcommittee will review the family shelter placement policy.
- Explanatory document – Family Shelter Placement Policy*
- Proposed Action: Recommend Site Visit Changes***

- C. PERMANENT DENIAL OF SERVICE** **Subcommittee Chair Kimura** *15 min*

The Subcommittee will discuss permanent denials of service.  
*Explanatory document – ECS shelter rules.*

**D. GRIEVANCE POLICY IN THE DROP-IN CENTERS**

**Subcommittee Chair Kimura** 15 min

The Subcommittee will discuss the Uniform Grievance Policy for drop-in centers.

**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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**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](mailto:sotf@sfgov.org)

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