Present:
Subcommittee Chair Nick Kimura
Subcommittee Member Lauren Kahn
Subcommittee Member Loretta Gaines

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

The meeting began at 11:42 AM. There was quorum. Item B. “Family Shelter Placement Policy” was tabled until discussion of Item C. “Permanent Denial of Service” was completed.

I. MINUTES ACTION
A. April and May Minutes Subcommittee Chair Kimura 5 min
The Subcommittee reviewed the draft April 27, 2018 and May 3, 2018 Minutes. 
Explanatory document- April 27, 2018 and May 3, 2018 Draft Minutes

Proposed Action: Approve April 2018 Minutes.
No public comment
M/S/C: Kahn/Kimura/Unanimous
April 2018 Minutes approved

Proposed Action: Approve May 2018 Minutes.
No public comment
M/S/C: Kahn/Gaines/Unanimous
May 2018 Minutes approved

II. NEW BUSINESS DISCUSSION/ACTION
A. SHELTER MONITORING COMMITTEE STAGGERED TERMS Committee staff 5 min
The Subcommittee discussed the implementation of staggered terms for Committee members.
Explanatory documents – Legislation Recommendations, Staggered Terms
No public comment
C. PERMANENT DENIAL OF SERVICE

Subcommittee Chair Kimura 15 min
The Subcommittee discussed permanent denials of service from shelters and the impact that they have on shelter clients and staff safety. The Subcommittee also discussed potential alternatives to a permanent denial of service.


Action items:
- Contact Chair Mukami about his ideas for addressing permanent denials of service
- Follow up with Hospitality House to see how they handle incidents of violence without relying on permanent denials of service

B. FAMILY SHELTER PLACEMENT POLICY

Subcommittee Chair Kimura 15 min
The Subcommittee reviewed the family shelter placement policy and discussed how clients were assessed for shelter placement.

Explanatory document – Family Shelter Placement Policy

Proposed Action: Recommend Site Visit Changes – Tabled until next meeting

Action items:
- Contact HSH and request that the following information be provided at the next Shelter Monitoring Committee meeting:

  1. If there aren’t any families to be placed at Hamilton Family Shelter, what happens to those empty beds?
  2. If a family turns down a placement at a domestic violence shelter, what happens with their prioritization for shelter placement?
  3. What’s the vulnerability assessment and how is that scored?

D. GRIEVANCE POLICY IN THE DROP-IN CENTERS

Subcommittee Chair Kimura 15 min
This item was tabled until the next Policy Subcommittee meeting.

Adjournment
No public comment

Proposed Action: Approve adjournment
Kimura/Kahn/Unanimous
Meeting adjourned at 12:33 PM

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<th>Action Item</th>
<th>Assigned to</th>
<th>Due date</th>
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<tr>
<td>Contact Chair Mukami about his ideas for addressing permanent denials of service</td>
<td>Committee Staff</td>
<td>Next Policy Subcommittee meeting</td>
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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 sof@sfgov.org
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<th>handle incidents of violence without relying on permanent denials of service</th>
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<td>Contact HSH and request that information on family shelters be presented at the next SMC meeting</td>
<td>Committee Staff</td>
<td>August 15, 2018</td>
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Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: sfgov.org/ethics.