DRAFT MEETING MINUTES
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
September 20, 2016
4:30 PM – 5:30 PM
1380 Howard Street
Room 515 (5th Floor)
San Francisco, CA 94103

Roster:
Subcommittee Chair Gary McCoy
Subcommittee Member Kendra Amick
Subcommittee Member Terezie Bohrer (SMC Secretary)
Subcommittee Member Patrina Hall

Excused:
Subcommittee Member Moses Mukami (SMC Chair)
Subcommittee Member Matthew Steen (SMC Vice-Chair)

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

I. MINUTES ACTION
A. August 2016 Minutes Subcommittee Chair McCoy 5 min
The Subcommittee will review the draft August 2016 Minutes.
Explanatory document- August 2016 Draft Minutes
No public comment
Proposed Action: Approve August 2016 Minutes with edits.
M/S/C: Bohrer/Amick/Unanimous

Subcommittee Member Amick announced her resignation from the Policy Subcommittee

II. OLD BUSINESS DISCUSSION/ACTION
A. PSSMC 092016-2: Shelter Bed Utilization Subcommittee Chair McCoy 15 min
The Subcommittee had a follow-up discussion based on the information received from DHSH regarding how particular beds are administered (Resource beds, CAAP beds, CJC beds, Senior set aside, VA, and SFHOT)

B. PSSMC 092016-3: Recommendations to Shelter Training Manual
Subcommittee Chair McCoy 10 min

The Subcommittee continued the discussion and followed up on action items for the recommendations to the Shelter Training Manual. The Subcommittee discussed how the Department of Homelessness and Supportive Housing (HSH) is looking at updating the Shelter Training Manual but that it is a long-term project due to the transition to the new department. Committee staffer Jeff Simbe reported to the Subcommittee that there were no supplemental materials for the Shelter Training Manual.

Explanatory documents – Shelter Training Manual

II. NEW BUSINESS

DISCUSSION

A. Site Visit Projections for Fiscal Year  Committee Staff Jeff Simbe 10 min
Committee staff made a presentation to the Subcommittee about the number of site visits the Committee is required to complete for this current fiscal year. Staff also provided an update to the Committee about the progress of the recommended changes to the Shelter Monitoring Committee’s legislation.

Explanatory documents – Site Visit Projections

B. New Agenda Items for Current Fiscal Year  Subcommittee Chair McCoy 10 min
The Subcommittee discussed future items to work on for the current fiscal year. Subcommittee Member Bohrer stated her desire to work on the issue of medically compromised seniors staying in the shelter system. Subcommittee Member Amick stated her support and said that she has seen many seniors at city shelters during site visits. She also brought up the fact that nurses have been brought in to many shelters in order to provide additional health services in the shelter system. Subcommittee Member Hall suggested adding an ADA section to the Shelter Training Manual. Subcommittee Member Amick and Subcommittee Chair McCoy asked if HSH would have information about the age of shelter clients. The Subcommittee also decided that transportation options for shelter clients would be a topic of discussion for the current fiscal year.

Adjournment
This item requires a motion, a second, and to be carried.

No public comment

Proposed Action: Approve adjournment
M/S/C: Bohrer/Amick/Unanimous

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