AGENDA
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 Matthew Steen (SMC Vice-Chair)
Subcommittee Member Terezie Bohrer (SMC Secretary)
Subcommittee Member Moses Mukami (SMC Chair)
Subcommittee Member Patrina Hall

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
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. OLD BUSINESS DISCUSSION/ACTION
A. PSSMC 092016-2: Shelter Bed Utilization Subcommittee Chair McCoy 15 min
The Subcommittee will have 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: Revision to Shelter Training Manual Subcommittee Chair McCoy 10 min
The Subcommittee will continue the discussion and follow up on action items for the revision of the Shelter Training Manual.
Explanatory documents – Shelter Training Manual
II. **NEW BUSINESS**

A. **Site Visit Projections for Fiscal Year**
   **Committee Staff Jeff Simbe 10 min**
   Staff will review the amount of site visits the Committee is expected to complete for the current fiscal year. Staff will also update the Committee on the recommendations to changes in the legislation.

   *Explanatory documents – Site Visit Projections*

B. **New Agenda Items for Current Fiscal Year**
   **Subcommittee Chair McCoy 10 min**
   The Subcommittee will discuss any future items to work on for the current fiscal year.

III. **INFORMATION REQUESTS**

A. **Information Requests**
   **Subcommittee Chair McCoy 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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