AGENDA
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
October 30, 2018
12:00pm – 1:00pm
1380 Howard Street
Room 228
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. October 4, 2018 Minutes Subcommittee Chair Kimura 5 min
The Subcommittee will review the draft August 3, 2018 and October 4, 2018 Minutes.
Explanatory document- August 3, 2018 and October 4, 2018 Draft Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. NEW BUSINESS DISCUSSION/ACTION
A. NAVIGATION CENTERS Subcommittee Chair Kimura 15 min
The Subcommittee discuss next steps regarding the Standards of Care in Navigation Centers.

B. SITE VISITS Subcommittee Chair Kimura 15 min
The Subcommittee will discuss the number of site visits we perform annually.

C. SITE VIST FORMS Subcommittee Chair Kimura 15 min
The Subcommittee will review and approve changes to the site visit forms
Explanatory document- Site Visit Forms: Recommended Edits

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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