MEETING MINUTES
SHELTER MONITORING COMMITTEE POLICY SUBCOMMITTEE MEETING
November 13, 2015
4:00 – 5:00 PM
1380 Howard St.
4th Floor, Room 417
San Francisco, CA 94103

Roster:
Subcommittee Chair Mwangi Mukami
Subcommittee Member Jonathan Bonato (SMC Vice Chair)
Subcommittee Member Matthew Steen (SMC Secretary)
Subcommittee Member Kendra Amick
Committee Chair Nick Kimura

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

I. MINUTES ACTION
A. October 2015 Minutes Chair Mukami 5 min
The Committee reviewed and made edits to the draft October 2015 Minutes. 
Explanatory document- October 2015 Committee Minutes
No public comment
Proposed Action: Approve draft October 2015 Minutes with edits.
M/S/C: Steen/Mukami/Unanimous
October 2015 Minutes Approved

II. NEW BUSINESS DISCUSSION
A. Imminent Danger Policy Chair Mukami 30 min
The Committee discussed and revised the policy recommendations and created the following:

1. HSA shall adopt a policy on victims of domestic violence. The policy must include the following:

   a. No client shall be denied services on the basis of being a victim of domestic violence

   b. Self-disclosure of domestic violence cannot be used as grounds for denial of service
c. Use lethality assessments to assess all families for the risk of domestic violence upon intake

d. The creation of procedures where shelters contact law enforcement for the provision of emergency protective orders (EPO) in cases of domestic violence

e. Update the shelter training manual with a for front line shelter staff on how to handle dv and other crisis situations

f. Domestic violence policy should be consistent with the San Francisco Shelter Grievance policy

2. Separate recommedations
   a. To increase funding for additional trainings on domestic violence for all shelter staff

   b. To support additional funding for the expansion of the domestic violence support system

No public comment

Proposed Action: Approve revised policy recommendations
M/S/C: Steen/Amick/Unanimous
Policy recommendations approved

B. SMC Legislation
The Committee will discuss recommendations for legislation issues.

Explanatory document: Shelter Monitoring Committee Legislation Issues with Recommendations

No public comment

Proposed Action: Approve Shelter Monitoring Committee Legislation Issues
M/S/C: Amick/Mukami/Unanimous
Approved Shelter Monitoring Committee Legislation Issues

III. INFORMATION REQUESTS
A. Information Requests	Discussion
None

Chair Mukami 5 min

Adjournment

Proposed action: Adjourn the November Policy Subcommittee meeting

Public Comment will be heard before the proposed action.
M/S/C: Steen/Mukami/Unanimous
Adjournment of the November Policy Subcommittee meeting approved

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Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
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E-mail soff@sfgov.org
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