DRAFT MEETING MINUTES
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
May 3, 2018
12:00 PM – 1:00 PM
Behavioral Health Access Center
Room 424, 4th Floor
1380 Howard Street
San Francisco, CA 94103

Present:
Subcommittee Member Lauren Kahn
Subcommittee Member Loretta Gaines

Excused:
Subcommittee Chair Nick Kimura

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

I. MINUTES ACTION
A. April 27, 2018 Minutes Committee Staff 5 min
April 27, 2018 Minutes tabled until next Policy Subcommittee meeting.
Explanatory document- April 27, 2018 Draft Minutes
No public comment

II. NEW BUSINESS DISCUSSION/ACTION
A. RECOMMENDATIONS TO LEGISLATION AMENDMENTS Committee Staff 30 min
Explanatory document – SMC & Standard of Care Administrative Code

The Subcommittee discussed potential amendments to the SMC and SOC legislation.

Proposed Action: Introduce discussion of an attendance requirement at June SMC meeting
No public comment
M/S/C: Gaines/Kahn/Unanimous
Motion approved
Proposed Action: Approve the following proposed changes to the SMC and SOC legislation

- Remove SOC requirement for sites to provide pillowcases to clients if the pillow is attached to the sleeping mat
- Change SMC legislation so election of SMC officers will take place at the first meeting of each calendar year

Public comment: Marlon Mendieta stated that at Next Door, mattresses were separated from pillows so the change would not impact their particular program.

M/S/C: Gaines/Kahn/Unanimous
Motion approved

B. CURFEW POLICY

The Subcommittee reviewed the Curfew Policy and had a discussion on how it impacted clients who were hospitalized during their shelter reservation.

Explanatory document – Curfew Policy

Public comment: Marlon Mendieta (ECS) said that under the current policy, staff can check a hospitalized client into a shelter once, but after that first night clients will accrue missed nights per standard policy. He suggested asking Kate Shulton (Shelter Health Team) if giving client an extra night would be helpful.

Adjournment
No public comment

Proposed Action: Approve adjournment

M/S/C: Gaines/Kahn/Unanimous
Adjournment approved

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