AGENDA
SHELTER MONITORING COMMITTEE
May 18, 2016
10:00 AM
City Hall, Room 408
San Francisco, CA 94102

Roster:
Vice Chair Matthew Steen
Secretary Terezie Bohrer
Committee Member Cindy Ward
Committee Member Kendra Amick
Committee Member Gary McCoy
Committee Member Patrina Hall
Committee Member Michael Kirkland
Committee Member Charles Morimoto
Committee Member Darcel Jackson
Committee Member Moses Mukami
Committee Member Anakh Sul Rama

PUBLIC COMMENTS WILL BE TAKEN FOR EACH AGENDA ITEM AS INDICATED.

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

WELCOME NEW COMMITTEE MEMBER PATRINA HALL!

I. MINUTES ACTION
A. April 2016 Minutes Vice Chair Steen 5 min
The Committee will review the draft April 2016 Minutes.
Explanatory document- April 2016, Committee Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. NEW BUSINESS DISCUSSION/ACTION
A. Filling Vacancy for Chair Position Vice Chair Steen 20 min
The Committee will begin the process of filling the Chair position.
Explanatory documents: SMC Bylaws Article IV Section 7, Article V Section 2
Proposed Action: Motion to approve Officer Succession or Election of Chair

B. Policy Subcommittee Subcommittee Chair Mukami 15 min
Subcommittee Chair Mukami will provide an update on the work of the Policy Subcommittee. The Committee will review and make any necessary edits to the draft Terms of Reference document and the Shelter Occupancy Survey.
Explanatory documents: Terms of Reference, Shelter Occupancy Survey
Proposed Action: Approve Terms of Reference document, Approve Shelter Occupancy Survey
C. **Quarterly Report**  
*Vice Chair Steen*  
10 min  
The Committee will review and make edits to the 3rd quarter report.  
*Explanatory document: Third quarter report*  
*Proposed Action: Approve Third quarter report*

D. **Providence Foundation**  
*Patricia Doyle*  
20 min  
Patricia Doyle, Director of Operations will provide an overview of the services provided at Providence, First Friendship, and Bethel AME.

E. **State Homeless Declaration Letter**  
*Vice Chair*  
10 min  
The Board of Supervisors will be considering File No. 160228, a letter to State officials urging a State Declaration of Homeless Emergency. Sponsors include Supervisors Kim, Peskin, Mar, Avalos, Campos, Breed and Cohen. Recommendations for the Committee authorizing a letter of support be sent to the Board of Supervisors.  
*Explanatory document: BOS file copy of resolution*  
*Proposed Action: Approve letter to Board of Supervisors*

III. **REPORTS**  
**DISCUSSION**

A. **Mayor’s HOPE Office**  
*Sam Dodge*  
10 min  
Sam Dodge, Director of HOPE, Housing Opportunity, Partnerships and Engagement, will provide an update from his office.

B. **Shelter Status Reports**  
*Cindy Ward*  
10 min  
**Human Service Agency (HSA) Report**  
- Shelter Vacancy Report  
- Shelter Turn Away Report-Family Shelter-Hamilton Emergency  
- Family Waiting List-Connecting Point  
- Winter Shelter for Single Adults and Families

C. **Standard of Care and Staff Report**  
*Committee Staff*  
10 min  
Committee staff will review the April 2016, Standard of Care and Staff report.

IV. **PUBLIC COMMENT**  
**DISCUSSION**  
3 min  
Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect to an action item [denoted by Proposed Action after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item [denoted by Discussion] on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item.

**Adjournment**  
This item requires a motion, a second, and to be carried.  
*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
Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City’s website at www.sfgov.org.

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