AGENDA
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
May 9, 2019
4:00 – 5:00 PM
1380 Howard Street
Room 424
San Francisco, CA 94103

Roster:
Subcommittee Chair Gabriela Avalos
Subcommittee Member Diana Almanza
Subcommittee Member Stephen Irwin
Subcommittee Member Joseph Kenan
Subcommittee Member Nastassia Serina
Subcommittee Member Traci Watson

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

I. MINUTES ACTION
A. October 30, 2018 Minutes Subcommittee Chair Avalos 5 min
   The Subcommittee will review the draft October 30, 2018 Minutes.
   Explanatory document- October 30, 2018 Draft Minutes
   Public Comment will be heard before the proposed action.
   Proposed Action: Approve Minutes.

II. OLD BUSINESS DISCUSSION/ACTION
A. NAVIGATION CENTERS Subcommittee Chair Avalos 15 min
   The Subcommittee will discuss next steps regarding the implementation of
   Standards of Care in Navigation Centers.
   Explanatory document- Proposed Navigation Center Standards of Care

B. SITE VISITS Subcommittee Chair Avalos 15 min
   The Subcommittee will discuss the number of site visits conducted by the
   Committee.
   Explanatory document- Shelter Monitoring Committee Sites, Navigation Center
   Site List
II. NEW BUSINESS

A. SMC FLYER

Subcommittee Chair Avalos 15 min
The Subcommittee will discuss potential changes to the Shelter Monitoring Committee flyer.
Explanatory document- SMC Flyer

B. REPEAT COMPLAINTS/INFRACTIONS

Subcommittee Chair Avalos 15 min
The Subcommittee will discuss procedures for addressing issues that repeatedly come up in client complaints or during site visits.
Explanatory document- Site Visit and Client Complaint flowcharts

C. POLICY SUBCOMMITTEE MEETING SCHEDULE

Subcommittee Chair Avalos 15 min
The Subcommittee will discuss potential meeting times for future Policy Subcommittee meetings.

III. INFORMATION REQUESTS

A. Information Requests

Subcommittee Chair Avalos 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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Government’s duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE THROUGH:**

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](http://www.sfgov.org).

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