AGENDA
SHELTER MONITORING COMMITTEE
POLICY SUBCOMMITTEE MEETING
August 26, 2019
4:00 – 5:00 PM
1380 Howard Street
Room 417
San Francisco, CA 94103

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

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

I. MINUTES ACTION
A. June 26, 2019 Minutes Subcommittee Chair Avalos 5 min
The Subcommittee will review the draft June 26, 2019 Minutes.
Explanatory document- June 26, 2019 Draft Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes.

II. OLD BUSINESS DISCUSSION/ACTION
A. SMC FLYER Subcommittee Chair Avalos 10 min
The Subcommittee will discuss potential changes to the Shelter Monitoring Committee flyer.
Explanatory document- SMC Flyer

B. REPEAT COMPLAINTS/INFRACTIONS Subcommittee Chair Avalos 10 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

II. INFORMATION REQUESTS DISCUSSION
A. Information Requests Subcommittee Chair Avalos

1380 Howard Street, First Floor
San Francisco, CA 94103
(415) 255.3642 (phone)
www.sfgov.org/sheltermonitoring
(415) 255-3629 (fax)
shelter.monitoring@sfgov.org
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 sof@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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