DRAFT MINUTES
SHELTER MONITORING COMMITTEE
March 18, 2015
10:00 AM
City Hall, Room 408
San Francisco, CA 94102

Roster:
Chair Nicholas Kimura
Committee Member Cindy Ward
Committee Member Terezie Boeher
Committee Member Kendra Amick
Committee Member Michael Kirkland
Committee Member Charles Morimoto
Committee Member Jonathan Bonato
Committee Member Matthew Steen
Committee Member Moses Mukami

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

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS

I. MINUTES
A. November 2014 Minutes
Chair Kimura
The Committee reviewed the draft November, 2014 Minutes.
Public Comment will be heard before the proposed action.
m/s/c (Ward/Steen/Unanimous)
Approved Minutes with edits
No public comment

II. REPORTS
A. Mayor’s HOPE Office
Chair Bevan Dufty
This item was tabled until the next meeting.

B. Shelter Status Reports
Chair Cindy Ward
Human Services Agency (HSA) Report
The Committee reviewed the HSA Shelter Status Reports.
No public comment

C. Hearing and Arbitration
Chair Nicholas Kimura
Quarterly Analysis Report
Chair Kimura reviewed the Shelter Client Advocate report for October to December of 2014.
No public comment
D. **Standard of Care Report**
Committee staff reviewed the November, 2014, Standard of Care report.
*No public comment*

III. **PUBLIC COMMENT**

**DISCUSSION**
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.

IV. **NEW BUSINESS**

**DISCUSSION/ACTION**

**A. Token Survey**
Chair Kimura
The Committee discussed the goals, procedure, and timeline of the proposed token survey. The Committee agreed to implement the survey for a 6-week period.
*Public comment: Kim Armbruster reiterated how the SFMTA does not need to make a material investment or incur costs by giving more MUNI tokens to the shelter system, as the buses run regardless.*

**B. Bethel AME Letter**
Chair Kimura
The Committee approved a letter with edits thanking the City and Providence Foundation for their extension of the Bethel AME Women’s Winter Shelter. m/s/c (Steen/Boeher/Unanimous)

**C. Imminent Danger Policy**
Chair Kimura
The Committee discussed the Imminent Danger policy and agreed to take the appropriate action steps to meet

**D. Policy and Legislative Efforts for 2015**
Chair Kimura
The Committee will discuss future goals for policy and legislation affecting the Committee and shelter users.

V. **INFORMATION REQUESTS**

**DISCUSSION**

**A. Information Requests**
Chair Kimura
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. The Committee will also review the response from past Information Requests

**B. Staff Report**
Committee Staff
Committee staff reviewed the November, 2014, staff report.
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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The nearest BART station is Civic Center Plaza at the intersection of Market, Grove, and Hyde Streets. The MUNI Metro lines are the F, J, K, L, M, and N (Civic Center Station or Van Ness Avenue Station). MUNI bus lines serving the area are the 47 Van Ness, 9 San Bruno, and the 6, 7, 71 Haight/Noriega. Accessible curbside parking is available on Oak and Hickory Streets.

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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
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