AGENDA
SHELTER MONITORING COMMITTEE
June 18, 2014
10:00 AM
City Hall, Room 408
San Francisco, CA 94102

Roster:
Chair Nicholas Kimura
Committee Member Kendra Amick
Committee Member Michael Kirkland
Committee Member Charles Morimoto
Committee Member Liz Pocock
Committee Member Matthew Steen
Committee Member Julia D'Antonio
Committee Member Silah Medellin
Committee Member Deborah Muise
Committee Member Amanda Reichmuth
Committee Member Cindy Ward

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

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 2 min

I. MINUTES ACTION
A. May 2013 Minutes Chair Kimura 5 min
The Committee shall review the draft April Minutes and make any necessary changes.
Explanatory document-draft Minutes
Public Comment will be heard before the proposed action.
Proposed Action: Approve Minutes

II. REPORTS DISCUSSION
A. Mayor’s HOPE Office Bevan Dufty 10 min
Bevan Dufty, Director of HOPE, Housing Opportunity, Partnerships and Engagement, will provide an update from his office.

B. Shelter Status Report 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

C. Standard of Care Report Committee Staff 10 min

D. Shelter Program MSC South 15 min
Management from MSC South will provide an overview of their program and services provided.
III. **PUBLIC COMMENT**

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 three 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 two minute at the time such item is called. Members of the public may only speak once per agenda item.

IV. **NEW BUSINESS**

A. **Treatment Access Program**
   Lou Prochilo
   Lou Prochilo, Assistant Coordinator for the Treatment Access Program (TAP), will provide a brief overview of services TAP offers.

B. **Confidentiality Overview**
   Sherri Kaiser
   Deputy City Attorney Sherri Kaiser will provide the Committee an overview of federal, state and local confidentiality laws and how they relate to the work of the Committee.

C. **Election of Officers**
   Chair Kimura
   The Committee will ask all Committee Members who wish to serve in the position of Chair, Vice Chair or Secretary, to announce their desire to fill the position and to briefly explain why they feel they are qualified to serve. For a Member to be elected as an Officer, there must be seven votes by the Committee. Members are not allowed to vote more than one time for each vote.
   
   *Explanatory document- Officer Descriptions and Office Duty Memo*

   **Public Comment will be heard before the proposed action.**

   *Proposed Action: Approve Chair*
   **Public Comment will be heard before the proposed action.**

   *Proposed Action: Approve Vice Chair*
   **Public Comment will be heard before the proposed action.**

   *Proposed Action: Approve Secretary*

V. **OLD BUSINESS**

A. **Policy Subcommittee**
   Chair Kimura
   The Committee will review the recommendations and findings of the Policy Subcommittee.
   
   *Explanatory document- Policy Subcommittee Recommendations*

   **Public Comment will be heard before the proposed action.**

   *Proposed Action: Approve Recommendations*

VI. **INFORMATION REQUESTS**

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 review previous Information Requests responses.

B. **Staff Report**  
Committee staff will review the June 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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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).

Shelter Monitoring Committee  
18JUN14  
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