



City and County of San Francisco  
**Shelter Monitoring Committee**

**AGENDA**  
**SHELTER MONITORING COMMITTEE**  
**POLICY SUBCOMMITTEE MEETING**  
**August 14, 2024, 3:00 – 4:15 PM**  
**Via WebEx**

**Roster:**

*Subcommittee Chair Kaleese Street*  
*Subcommittee Member Belinda Dobbs*

*Subcommittee Member Britt Creech*

**CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS** **Chair Street** 5 min  
SMC Policy Subcommittee meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend. **Public comments will be taken for each agenda item as indicated.**

**I. MINUTES** *DISCUSSION/ACTION*  
**July 2024 Minutes** **Chair Street** 3 min  
The Subcommittee will review and vote on whether to approve draft Minutes.  
*Explanatory document – Minutes draft*  
**Public Comment will be heard before the proposed action.**  
**Proposed Action: Vote to approve last month’s Subcommittee Minutes.**

**II. OLD BUSINESS** *DISCUSSION/ACTION*

**A. TRAINING FOR SHELTER STAFF** **Chair Street** 20 min  
The Subcommittee will spend some time to go through the 2004 training manual. There has been no update from HSH. If SMC can offer specific suggestions (e.g., the order in which training is provided and/or a harm reduction update), they may be spurred to act. Members may consider a scheduled date for a special meeting to follow up on this subject.  
**Public Comment will be heard.**  
**Proposed Action: Consider recommendations for the full Committee.**

**B. POSTCARDS** **Member Ross** 10 min

Members will discuss approaches to take to ensure that SMC is seen by shelter guests as a non-judgmental, helpful option, especially for issues that are not handled promptly in house.  
**Public Comment will be heard.**

**C. MEALS AND NUTRITION** **Chair Street** 10 min

Members will follow up on previous discussions relative to meals at shelters.  
*Explanatory document – MOWSF Agreement*  
**Public Comment will be heard.**

### III. NEW BUSINESS

### DISCUSSION/ACTION

#### A. WHAT ELSE SHOULD SMC PRIORITIZE?

Members 10 min

The Committee is looking at several important issues. Are there other concerns the Subcommittee Members or the Public wish to focus on, e.g., youth complaints?

**Public Comment will be heard before any action.**

#### IV. GENERAL PUBLIC COMMENT

DISCUSSION 10 min

Members of the public may address the Subcommittee on items of interest to the public, that are within the jurisdiction of the Subcommittee, for up to 3 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 Subcommittee for up to 2 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 1 minute at the time such item is called. Members of the public may only speak once per agenda item.

#### V. ADJOURNMENT

This item requires a motion, a second, and to be carried.

*Proposed Action: Approve adjournment*

### Meeting Access Information

WebEx → <https://sfgov.webex.com/sfgov/j.php?MTID=me767b40a2f1acaff84ad3044ed3cca61>

Join by phone at **(415) 655-0001** (Wednesday, 8/14/24 at 3:00 PM)

Meeting ID number/access code: **2495 846 4442**

Meeting password: **SMC24**

To obtain copies of the agenda, minutes, or any explanatory documents, please contact staff at 628-652-8080 or [shelter.monitoring@sfgov.org](mailto:shelter.monitoring@sfgov.org) 72 hours before the meeting.

To obtain a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting, please contact staff at 628-652-8080 or [shelter.monitoring@sfgov.org](mailto:shelter.monitoring@sfgov.org) at least two business days before the meeting.

#### Know Your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

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 [soft@sfgov.org](mailto:soft@sfgov.org)

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public

440 Turk Street, First Floor  
San Francisco, CA 94102

(628) 652.8080 (phone)

[www.sf.gov/departments/shelter-monitoring-committee](http://www.sf.gov/departments/shelter-monitoring-committee)

Library, and on the City's website at [www.sfgov.org](http://www.sfgov.org).

### **Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; web site: [sfgov.org/ethics](http://sfgov.org/ethics).

440 Turk Street, First Floor  
San Francisco, CA 94102  
[www.sf.gov/departments/shelter-monitoring-committee](http://www.sf.gov/departments/shelter-monitoring-committee)

(628) 652.8080 (phone)