



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

**AGENDA**  
**SHELTER MONITORING COMMITTEE**  
**POLICY SUBCOMMITTEE MEETING**  
**September 11, 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*  
**August 2024 Minutes** **Chair Street** *5 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 continue going through the 2004 training manual. A letter to HSH has been drafted (to be signed by the Committee Chair) to suggest specific revisions and updates discussed at last month’s meeting.  
**Public Comment will be heard before any action.**

**B. CITY ATTORNEY TRAINING FOLLOW UP** **Staff** *10 min*  
 There were a few issues raised in the presentation by the City Attorney that may require discussion and clarification.  
**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.  
**Public Comment will be heard before the proposed action.**  
*Proposed Action: Shall SMC ask HSH to find out and tell SMC which sites offer three meals daily?*

### III. NEW BUSINESS

### DISCUSSION/ACTION

#### A. LAUNDRY AT SHELTERS

Members 10 min

There is concern that laundry services may not be provided consistently to sheltered clients. The Committee may wish to ask HSH to conduct a survey of how laundry services are provided at all shelters if this information is not already available.

**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

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Join by phone at **(415) 655-0001** (Wednesday, 9/11/24 at 3:00 PM)

Meeting ID number/access code: **2663 161 0281**

Meeting password: **SMC24**

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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 [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

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

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

(628) 652.8080 (phone)