

## MINUTES OF THE PRC/HOMELESS COMMISSION SUBCOMMITTEE

### MEETING 12-12-17

Review Objective: We want to reconcile differences between the four policies for dealing with property storage and who is responsible.

We may also want to discuss whether encampments should be “resolved” if they are lawful except for their existence.

- Conditions under which non-abandoned property is taken
- How it will be identified
- Where and for how long property will be stored
- How it can be regained

How to proceed: We will ask subcommittee members to analyze one policy and answer questions below. We will identify contradictions, recommend a resolution to these.

1. Identify categories of taken property and definitions. Then suggest protocols for handling property and returning it.
  - a. Abandoned
  - b. Non-abandoned
  - c. Evidence
  - d. Unattended- City Manager Ad Reg
  - e. Found
  - f. Confiscated
2. Lead Agency: Which agency initiates action on encampment
3. Lead Agency for enforcement: Who actually responds and is responsible for classifying property taken and responsible for its care
  - a. Should HOTT be recommending encampments for “resolution”?
4. Parameters for Whether an Encampment should be removed
5. Documentation/Classification of property taken
6. Property Storage
  - a. How to maintain “loose papers” and personal property
7. Property retrieval
8. Time Limits for retrieval
9. Hours of operation
  - a. In case of incarceration/ institutionalization
10. Preventing re-encampments

#### ASSIGNMENTS:

- \* Look for definitions of relevant terms (“unattended” vs. “non-abandoned” property)

1. Carol- Administrative Regulations
  2. Carol is requesting updates on Jessie and Sophie proposals.
  3. Michael is doing Sophie Hahn
  4. Nilong is doing Jessie's
  5. Andrea will look at P-65
  6. Lila and/or Andrea will look new proposals that Carol forwards to us
  7. Lila will look at court requirements regarding encampments and city plan to deal with homelessness
- TO BE DONE
    - We need latest copies of Jessie and Sophie policies (Carol will get these)
    - We will ask our respective secretaries if we can share a Google Spreadsheet and Lillie will format the information. Otherwise it will be an Excel sheet.

NEXT MEETING TIME: January 16<sup>th</sup> 7pm