



SAN FRANCISCO HUMAN SERVICES AGENCY  
**Department of Disability  
and Aging Services**

P.O. Box 7988  
San Francisco, CA  
94120-7988  
[www.SFHSA.org](http://www.SFHSA.org)

## MEETING NOTICE/AGENDA

Wednesday, April 7, 2021 Regular Meeting 10:00 AM  
Watch Live on SFGovTV Channel 26 and [www.sfgovtv.org](http://www.sfgovtv.org)

For Public Comment instructions, please see below.

Due to the COVID-19 health emergency, the DAS Commission regular meeting room (416) in City Hall is closed. Members of the public are encouraged to participate remotely. Please see additional information on the next page for remote meeting access.

In compliance with the Governor's Executive Order N-25-20 (March 12, 2020) as superseded by Order N-29-20 (March 17, 2020), this meeting will be held *exclusively* via teleconference participation of a quorum of Commission members in locations not open to the public. The purpose of the orders is to provide the safest environment for all persons consistent with San Francisco Department of Public Health Order of the Health Officer No. C19-07b and current public health recommendations, while allowing the public to observe and address the Commission.



**London Breed**  
Mayor

**Shireen McSpadden**  
Executive Director

Members of the public are encouraged to participate remotely. If you want to ensure your comment on any item on the agenda is received by the Commission in advance of the meeting, please send an email to the Commission Secretary, Bridget Badasow at [bridget.badasow@sfgov.org](mailto:bridget.badasow@sfgov.org) by 5pm on Monday, April 5, 2021. Please see the information on the next page for remote meeting access.

DAS COMMISSIONERS:

Martha Knutzen, Commission President  
Janet Y. Spears, Commission Vice President  
Sascha Bittner, Commissioner  
Michelle Carrington, Commissioner  
Wanda Jung, Commissioner  
Nelson Lum, Commissioner  
Barbara Sklar, Commissioner

DAS Executive Director  
Shireen McSpadden

DAS Commission Secretary  
Bridget Badasow

WATCH LIVE ON SFGOVTV: [www.sfgovtv.org](http://www.sfgovtv.org)

To dial-in to the DAS Commission meeting or to make public comment please call:  
1-415-655-0001 Access Code: 187 795 6431 # and then # again.

Providing Public Comment:

Ensure you are in a quiet location – Speak Clearly – Turn off any TVs or radios around you. Once in the conference, please press \*3 to enter the question queue.

You will hear a notification when your line is unmuted.

Pressing \*3 again will remove you from the question queue.

The caller will have the standard three minutes to provide comment.

## **ACCESSIBLE MEETING POLICY**

The San Francisco Department of Disability and Aging Services Commission meeting will be held virtually due to the public health emergency.

To obtain a disability-related accommodation, including auxiliary aids or services, or to obtain meeting materials in alternative format, please contact Bridget Badasow at [bridget.badasow@sfgov.org](mailto:bridget.badasow@sfgov.org). Providing at least 72 hours' notice will help to ensure availability. Written reports or background materials for calendar items are available online at [www.sfhsa.org/das](http://www.sfhsa.org/das). Public comment will be taken on each item before or during consideration of the item.

## **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

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 business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at [soft@sfgov.org](mailto:soft@sfgov.org).

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

## **LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS**

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [S.F. Campaign and Governmental Conduct Code section 2.100 et seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 415.581.2300; fax: 415.581.2317; 25 Van Ness Avenue, Suite 220, SF, CA 94102-6027 or the web site: [sfgov.org/ethics](http://sfgov.org/ethics).

## ORDER OF BUSINESS

1. CALL TO ORDER/President Knutzen
2. ROLL CALL/Commission Secretary
3. COMMUNICATIONS/Commission Secretary
4. APPROVAL OF THE MARCH 3, 2021 MEETING MINUTES **ACTION**
5. DIRECTOR'S REPORT/Executive Director Shireen McSpadden
6. DAS Employee of the Month. Executive Director Shireen McSpadden and the DAS Commission will honor Theresa Rey from the DAS office of In-Home Support Services.
7. ADVISORY COUNCIL REPORT/President Diane Lawrence
8. JOINT LEGISLATIVE REPORT/Diane Lawrence
9. TACC REPORT/Diane Lawrence
10. CASE REPORT/Dan Gallagher

- 11. NOMINATING COMMITTEE REPORT/Commissioner Nelson Lum** **ACTION**  
The Commission will discuss and possibly vote to reappoint the following DAS Advisory Council members:

- Dr. Marcy Adelman
- Allegra Fortunati
- Louise Hines
- Anne Warren

**12. GENERAL PUBLIC COMMENT:**

*AT THIS TIME MEMBERS OF THE PUBLIC MAY ADDRESS THE COMMISSION ON ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE COMMISSION THAT ARE NOT ON THE THIS MEETING AGENDA. WITH RESPECT TO AGENDA ITEMS, YOUR OPPORTUNITY TO ADDRESS THE COMMISSION WILL BE AFFORDED WHEN THE ITEM IS REACHED IN THE MEETING. EACH MEMBER OF THE PUBLIC MAY ADDRESS THE COMMISSION FOR UP TO THREE MINUTES. THE BROWN ACT FORBIDS THE COMMISSION FROM TAKING ACTION OR DISCUSSING ANY ITEMS NOT APPEARING ON THE POSTED AGENDA, INCLUDING THOSE ITEMS RAISED AT PUBLIC COMMENT.*

**13. OLD BUSINESS:**

- 14. APPROVAL OF THE CONSENT AGENDA** **ACTION**

*THIS ITEM CONSTITUTES A CONSENT AGENDA AND IS CONSIDERED TO BE ROUTINE BY THE DISABILITY AND AGING SERVICES COMMISSION, AND WILL BE ACTED UPON BY A SINGLE VOTE OF THE COMMISSION. THERE WILL BE NO SEPARATE DISCUSSION OF THIS ITEM UNLESS A MEMBER OF THE COMMISSION OR THE PUBLIC SO REQUESTS, IN WHICH EVENT THE MATTER WILL BE REMOVED FROM THE CONSENT CALENDAR AND CONSIDERED AS A SEPARATE ITEM.*

<b>Grantee</b>	<b>Original amount</b>	<b>Additional amount</b>	<b>10% contingency</b>	<b>Not-to-Exceed</b>	<b>Funding source</b>	<b>Term</b>	<b>Effective Date</b>
Russian American Community Services	\$21,671	<b>\$1,948</b>	\$2,362	\$25,981	Local and Federal fund	10/01/20 – 06/30/21	10/01/20

\*The additional fund is to support additional intake assessments and reassessments in the Nutrition Compliance and Quality Assurance (NCQA) budget of the Home Delivered Meal for Older Adults program. NCQA includes quarterly monitoring of a grantee’s food service production and meal service to ensure state and local food safety and sanitation requirements. NCQA also includes nutrition education, in-service training, home delivered meal assessments, and nutrition counseling.

**15. NEW BUSINESS:**

- Informational review of the FY20-21 Area Plan budget amendment funding. (Staff: Alex Gleason will present the item.) **PRESENTATION ONLY**
- CLF 6 Month Report and Annual Plan (Staff: Fanny Lapitan will present this item) **PRESENTATION ONLY**
- Presentation of the County Veterans Service Office budget and DAS Veterans Services. (Staff: Alex Gleason, Alfred Sims and Tiffany Kearney to present) **PRESENTATION ONLY**

**ITEMS A through J ARE ACTION ITEMS AND REQUIRES A VOTE BY THE COMMISSION**

- A. Review and approval of the FY 2021-22 Area Plan Update for the California Department of Aging. (Staff: Shireen McSpadden and Rose Johns will present the item).

**PUBLIC COMMENT**

- B. The Department of Disability and Aging Services (DAS) requests authorization to renew the existing grant agreements with multiple providers for the provision of intergenerational programming for older adults and adults with disabilities for the time period beginning July 1, 2021 and ending June 30, 2023 in the combined amount of \$1,332,964, plus a 10% contingency for a total not to exceed amount of \$1,466,260. (Tiffany Kearney will present the item).

<b>Grantee</b>	<b>Grant total</b>	<b>10% Contingency</b>	<b>Not to exceed</b>
Bayview Hunters Point Multipurpose Senior Services	\$193,108	\$19,311	\$212,419
Kimochi	\$202,488	\$20,249	\$222,737
Lighthouse	\$60,544	\$6,054	\$66,598
Mission Neighborhood Centers	\$134,364	\$13,436	\$147,800
Openhouse	\$433,460	\$43,346	\$476,806
Sequoia Living	\$309,000	\$30,900	\$339,900
<b>Total</b>	<b>\$1,332,964</b>	<b>\$133,296</b>	<b>\$1,466,260</b>

PUBLIC COMMENT

- C. Requesting authorization to renew the existing grant agreement with Self-Help for the Elderly for the provision of Workforce Support Program for older adults and/or adults with disabilities during the period of July 1, 2021 through June 30, 2023; in the amount of \$468,560 plus a 10% contingency for a total grant amount not to exceed \$515,416. (Melissa McGee will present the item)

PUBLIC COMMENT

- D. Requesting authorization to renew the existing grant agreement with Self-Help for the Elderly for the provision of Peer Ambassador Program for older adults and/or adults with disabilities during the period of July 1, 2021 through June 30, 2023; in the amount of \$456,910 plus a 10% contingency for a total grant amount not to exceed \$502,601. (Melissa McGee will present the item)

- E. Requesting authorization to modify the existing grant agreement with SELF HELP FOR THE ELDERLY for the provision of Peer Ambassador Program for older adults and/or adults with disabilities during the period of April 1, 2019 through June 30, 2021; in the additional amount of \$30,000 plus a 10% contingency for a total amount not to exceed of \$315,767. (Staff: Melissa McGee will present the item).

PUBLIC COMMENT

- F. Requesting authorization to modify the existing grant agreements with Episcopal Community Services for the provision of nutrition services to older adults and adults with disabilities during the period of November 1, 2020 to June 30, 2021; in the additional amount of \$100,873 plus a 10% contingency for a total amount not to exceed \$307,151. (Lauren McCasland will present this item)

**PUBLIC COMMENT**

Program	Current Grant Amount 11/01/20 – 06/30/21	Modification Amount 11/01/20 – 06/30/21	Revised Amount 11/01/20 – 06/30/21	10% Contingency	Not-To-Exceed
Congregate Meal Program for Older Adults	\$155,651	\$64,099	\$219,750	\$21,975	\$241,725
Congregate Meal Program for Adults with Disabilities	\$22,704	\$36,774	\$59,478	\$5,948	\$65,426
<b>Total</b>	<b>\$178,355</b>	<b>\$100,873</b>	<b>\$279,228</b>	<b>\$27,923</b>	<b>\$307,151</b>

**PUBLIC COMMENT**

- G. Requesting authorization to modify the existing grant agreement with Felton Institute for the provision of Community Services to older adults and adults with disabilities during the period of January 1, 2021 to June 30, 2021; in the additional amount of \$50,000 plus a 10% contingency for a total amount not to exceed \$504,969. (Reanna Albert will present the item)

**PUBLIC COMMENT**

- H. Requesting authorization to renew the grant agreements with multiple vendors for the provision of the Volunteer Visitor Program during the period of July 1, 2021 to June 30, 2023; in the amount of \$178,547 plus a 10% contingency for a total amount not to exceed \$196,431 (Staff: Hanna Teferi will present the item)



<b>Grantee</b>	<b>Annually for 2 years<sup>1</sup> Total</b>	<b>Contingency (10%)</b>	<b>Not to exceed</b>
LightHouse for the Blind and Visually Impaired	\$22,337 \$44,674	\$4,467	\$49,141
Covia Foundation	\$66,950 \$133,390	\$13,390	\$147,290
<b>Total</b>	<b>\$89,287 \$178,574</b>	<b>\$17,857</b>	<b>\$196,431</b>

**PUBLIC COMMENT**

- I. Requesting authorization to enter into a new grant agreement with On-Lok Day services for the provision of the Health Promotion (Self-Management of Chronic Health Conditions & Physical Fitness and Fall Prevention) program during the period of July 1, 2021 to June 30, 2025; in the amount of \$2,308,732 plus a 10% contingency for a total amount not to exceed \$2,539,605. (Staff: Lauren McCasland will present the item)

**PUBLIC COMMENT**

- J. Requesting authorization to modify the existing grant with Institute on Aging for the provision of the Community Living Fund Program during the period of July 1, 2021 to June 30, 2023; in the amount of \$9,788,758 plus a 10% contingency for a total not to exceed \$22,408,928. (Staff: Fanny Lapitan will present the item)

**PUBLIC COMMENT**

**16. ANNOUNCEMENTS**

**17. ADJOURN**