

DEPARTMENT OF DISABILITY AND AGING SERVICES COMMISSION (DAS)
MINUTES JANUARY 6, 2021

CALL TO ORDER AND ROLL CALL

Commissioner Martha Knutzen called the meeting to order at 10:05 AM.

President Knutzen introduced Commissioner Sascha Bittner and asked her to say a few words.

The (DAS) Commission Secretary called the roll:

Present: Martha Knutzen, Michelle Carrington, Wanda Jung, Nelson Lum, and Janet Y. Spears

Absent: Barbara Sklar

DAS Executive Director Shireen McSpadden was present.

Communications:

Commission Secretary Bridget Badasow provided instructions for any members of the public that would like to submit a public comment to the DAS Commission.

Approval of Minutes:

No public comment

A motion to approve the December 2, 2020 DAS Commission meeting Minutes.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

EXECUTIVE DIRECTOR REPORT/Shireen McSpadden

DAS Executive Director Shireen McSpadden began her report welcoming Commissioner Sascha Bittner. At the federal level, Ms. McSpadden was happy to announce that the Biden administration reached-out to aging services professionals across the state and was the first president-elect to mention people with disabilities in his acceptance speech. Ms. McSpadden is disappointed that the stimulus package that was passed a few weeks ago by the Legislature did not include substantial amount of funding for older adults and people with disabilities. Food banks fortunately did receive funding. Ms. McSpadden is hopeful that this will help to alleviate some of the food security pressures that there is with older adults and people with disabilities in San Francisco. At the state level, Ms. McSpadden mentioned that the Governor plans to make a big announcement regarding the Master Plan for Aging today at noon during his press conference. At the local level, Ms. McSpadden said that she along with Deputy Director Jill Nielson is working with the COVID Command Center to connect IHSS care providers with the vaccine. DAS staff who provides IHSS services through our contractor (Homebridge) and for the Public Authority's

IHSS Emergency On-Call program are already being vaccinated. DAS and the COVID Command Center are also working with the San Francisco Health Plan, One Medical and other health providers to coordinate vaccinations for the larger group of 22, 000 other health care providers. The DAS Office of Adult Protective Services (APS) is assisting San Francisco General Hospital to facilitate discharges of clients with complex care needs with the goal of getting the hospital census which is extremely important at this time of COVID. DAS Deputy Director Cindy Kauffman is sharing her expertise and taking the lead with the San Francisco Department of Public Health to assist with the roll-out of COVID vaccine and flu vaccines. The DAS Hub is now open for appointments only for MediCal and CalFresh eligibility and Veteran's services. Lastly, the DAS Clinical and Quality Assurance nurses are working with DAS clients who are having a difficult time obtaining the flu vaccine.

EMPLOYEE OF THE MONTH

Executive Director McSpadden and the DAS Commission, honored Valerie Tieu from the DAS Office of In-Home Support Services (IHSS). Ms. McSpadden thanked Ms. Tieu for her hard work and dedication.

ADVISORY COUNCIL REPORT/Diane Lawrence

President's Report to the Commission on Aging and Adult Services
December 9, 2020

Key Areas:

1) Site Visits

- i) Discussion continued on How to do Site Visits during the Shelter in Place?
 - (1) Council continues to at how to do virtual site visits
 - (2) A team will meet in the next few days. with members Dr. Juliet Rothman, Dr. Janice Pettey and Michael Zaugg to develop a template for member use
 - (3) Rough considerations might include
 - (a) Ease of use
 - (b) Application for Services
 - (c) Font size and readability
 - (d) Search function
 - (e) Language Accessibility
 - (f) Volunteer Opportunities
 - (g) Program Goals and Statistics
 - (h) Complaints and Compliments
 - (i)

2) Membership

- a) Board of Supervisors
 - i) Vacancies

- (1) District 1—new supervisor, Connie Chan, coming onto the Board in January
- (2) District 9—we are working with the supervisor’s office
- (3) District 10—we are working with the supervisor’s office
- (4) District 11—re-appointment has been finalized
- (5) Planning to reach out to elected Board members immediately for an appointment

b) Commission

- i) 3 vacancies and we are looking for potential members to recommend.

3) **Dignity Fund:** Dr. Lurie reported on the November OAC meeting.

- a) \$200,000 is available for the Dignity Fund and for the huge increase in demand for nutrition services and fill-in for other neighborhood services where both federal and local money is used.
- b) There are also continuing technology issues for which Curry Senior Center has received a grant.
- c) Recognized as underserved, District 11 (Safai) will now be covered by the Dignity Fund. A community meeting found that residents there want more culturally appropriate food. Also, there is a problem with digital availability, no Wi-Fi in senior housing.
- d) Lighthouse for the Blind and The ARC are offering technical training.
- e) At the OAC there was discussion about the Master Plan on Aging with its 800 recommendations.
- f) At a recent meeting on the Stakeholder Recommendations, it was mentioned that the letters in support of state community-based programs really helped during the mid-year budget process.

4) **Standing and Ad Hoc Committees**

a) **Nominating Committee**

- i) The slate of officers was presented at our November meeting
 - (1) President Diane Lawrence
 - (2) 1st Vice President Margaret Graf
 - (3) 2nd Vice President Allegra Fortunati
 - (4) Secretary TBD
- ii) Elections will be held at our December meeting which will be December 9.

b) **Membership**

- i) See above

c) **Elder and Disabled Homeless Ad Hoc Committee**

- i) Goal is to study the state and needs of the elderly and disabled who are homeless.
- ii) No report until next year.

- d) District 4 is surveying its residents and it includes questions regarding seniors and persons with disabilities. District 4 Council member, Margaret Graf, made sure these questions were included. We are expecting a report at our December meeting on the results. As a District 4 resident, I took part in the survey.

- 5) Members continue to be involved in CLC programs, Senior Power (D4) in collaboration with CLC is presenting weekly Zoom updates with Dr. Anna Chodos from UCSF on Covid-19 and San Francisco.

TACC Committee Report/Diane Lawrence

Advisory Council President provided the DAS Commission with a quarterly TACC report.

GENERAL PUBLIC COMMENT

No general public comment.

OLD BUSINESS

No Old Business.

NEW BUSINESS

- A.** Disability and Aging Services (DAS) Commission Nominating Committee Recommendation and vote/re-elect: *Nominating Committee Chair-Commissioner Nelson Lum*

- President Martha Knutzen (one year term)
- Vice President Janet Y. Spears (one year term)

No public comment.

A motion to approve Commissioner Martha Knutzen as the President of the DAS Commission for the remainder of the calendar year 2021:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar

No public comment.

A motion to approve Commissioner Janet Y. Spears as the Commission Vice President for the remainder of the calendar year 2021:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar

- B.** Review and approval of The California Department of Aging Coronavirus Aid, Relief, and Economic Security (CARES) Act emergency funding allocated to the City and County of San Francisco. Kate Shadoan presented the item.

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- C. Requesting authorization to enter into a new grant agreement with Family Service Agency of San Francisco dba Felton Institute for provision of the Senior Companion Program during the period of January 1, 2021 to June 30, 2023, in the amount of \$224,800 plus a 10% contingency for a total grant amount not to exceed \$247,280. Ofelia Trevino presented the item.

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- D. Requests authorization to enter into two new grant agreements with Legal Assistance to the Elderly (LAE) for the provision of Legal Assistance and Life Planning Legal Services to older adults and adults with disabilities during the period of January 1, 2021 to June 30, 2022; in the amount of \$309,000 plus a 10% contingency for a total amount not to exceed \$339,900. Reanna Albert presented the item.

Program	1/1/21-6/30/21	7/1/21-6/30/22	Total	Contingency	Not to Exceed
Health-Related Law	\$ 64,375	\$ 128,750	\$193,125	\$ 19,313	\$ 212,438
LGBT Life Planning	\$38,625	\$ 77,250	\$115,875	\$ 11,587	\$ 127,462
Total	\$ 103,000	\$206,000	\$309,000	\$ 30,900	\$ 339,900

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- E. The Department of Disability and Aging Services requests authorization to enter into new grant agreements with multiple providers for the provision of Aging and Disability Resource Centers (ADRC) for the time period beginning January 1, 2021 and ending June 30, 2024 in the combined

amount of \$5,096,908, plus a 10% contingency for a total not to exceed amount of \$5,606,599. Sara Hofverberg presented the item.

Grantee	Grant total	10% Contingency	Not to exceed
Bayview Senior Services	\$488,674	\$48,867	\$537,541
Catholic Charities	\$319,489	\$31,949	\$351,438
Golden Gate Senior Services	\$442,750	\$44,275	\$487,025
Institute on Aging	\$457,992	\$45,799	\$503,791
Mission Neighborhood Centers	\$393,804	\$39,380	\$433,184
On Lok	\$560,895	\$56,090	\$616,985
Openhouse	\$363,778	\$36,378	\$400,156
Self-Help for the Elderly	\$1,289,869	\$128,987	\$1,418,856
Sequoia Living	\$558,208	\$55,821	\$614,029
Toolworks, Inc.	\$221,449	\$22,145	\$243,594
Total	\$5,096,908	\$509,691	\$5,606,599

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- F. Requesting authorization to enter into a new grant agreement with Mental Health Association of San Francisco for the provision of Collecting Behavior Service during the period of January 1, 2021 through June 30, 2024; in the amount of \$1,045,772, plus a 10% contingency for a total amount not to exceed \$1,150,349. Melissa McGee presented the item.

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- G. Requesting authorization to enter into a new grant agreement with Alzheimer’s Disease and Related Disorders Association, Inc. for the provision of Dementia Care Services during the period of January 1, 2021 through June 30, 2024; in the amount of \$757,502, plus a 10% contingency for a total amount not to exceed \$833,252. Rick Appleby presented the item.

No public comment.

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- H.** Requesting authorization to enter into new grant agreements with multiple providers for the provision of long term housing subsidies for older adults and adults with disabilities during the period of January 1, 2021 to June 30, 2024, in the amount of \$10,850,000 plus a 10% contingency for a total grant amount not to exceed \$11,935,000. Rick Appleby presented the item.

AGENCY	1/1/2021-6/30/2024 Grant Amount	10% Contingency	Not-to- Exceed
Catholic Charities	\$2,300,000	\$230,000	\$2,530,000
Q Foundation	\$6,250,000	\$625,000	\$6,875,000
Self-Help for the Elderly	\$2,300,000	\$230,000	\$2,530,000
Total	\$10,850,000	\$1,085,000	\$11,935,000

Public Comment:

Winnie Yu, Director of Operation at Self-Help for the Elderly. Thanked the Commission and Department for the funding that DAS is providing and explained the badly needed service that Self-Help is providing to older adults and adults with disabilities.

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

- I.** Requesting authorization to enter into a new grant agreement with Senior Disability & Action for the provision of Home Care Advocacy, Housing Advocacy, Long-Term Care Consumer Rights Advocacy, and Empowerment services during the period of January 1, 2021 through June 30, 2024; in the amount of \$2,100,000, plus a 10% contingency for a total amount not to exceed \$2,310,000. Rick Appleby presented the item.

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Commissioner Barbara Sklar.

ANNOUNCEMENTS:

No announcements

MOTION TO ADJOURN,

The motion was unanimously approved

Meeting adjourned 1:00 PM

Respectfully submitted,

Bridget Badasow
Commission Secretary