



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

## MEETING NOTICE/AGENDA

### Wednesday, February 2, 2022 Regular Meeting 10:00 AM

Watch Live on SFGovTV Channel 78 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In compliance with the Governor’s Executive Order N-25-20 (March 12, 2020) as superseded by Order N-29-20 (March 17, 2020), this meeting will be held **exclusively** via teleconference participation of a quorum of Commission members in locations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

**Kelly Dearman**  
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 substitute Commission Secretary, Ravi Durbeej, at [Ravi.Durbeej@sfgov.org](mailto:Ravi.Durbeej@sfgov.org) by 5pm on Monday, January 31, 2022. 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

Kelly Dearman

## DAS Commission Secretary

Ravi Durbeej (substitute)

WATCH LIVE ON SFGOVTV: [www.sfgovtv.org](http://www.sfgovtv.org) / Channel 78

To dial-in to the DAS Commission meeting or to make public comment, please call **(415) 655-0001, Access Code: 2480 114 3826#** 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 Ravi Durbeej at [Ravi.Durbeej@sfgov.org](mailto:Ravi.Durbeej@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.

**“The San Francisco HSA/DAS Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.”**

## 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



SAN FRANCISCO HUMAN SERVICES AGENCY

**Department of Disability  
and Aging Services**

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, San Francisco, CA 94102-6027 or the web site: [sfgov.org/ethics](http://sfgov.org/ethics)



## ORDER OF BUSINESS

1. CALL TO ORDER/President Martha Knutzen
2. ROLL CALL/Ravi Durbeej
3. COMMUNICATIONS/Ravi Durbeej
4. APPROVAL OF THE DECEMBER 1, 2021 MEETING MINUTES **ACTION**
5. APPROVAL OF THE JANUARY 5, 2022 MEETING MINUTES **ACTION**
- 5A. APPROVAL OF RESOLUTION TO ALLOW TELECONFERENCED MEETINGS
6. DIRECTOR'S REPORT/Executive Director Kelly Dearman
7. DAS Employee of the Month. Executive Director Kelly Dearman and the DAS Commission will honor Jesus Diaz who is a Medical Social Worker with the Integrated Intake Unit in the DAS Benefits and Resource Hub.
8. ADVISORY COUNCIL REPORT/President Diane Lawrence
9. JOINT LEGISLATIVE & TACC REPORTS/President Diane Lawrence
10. CASE REPORT/Daniel Gallagher
11. 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.*

**12. OLD BUSINESS:**

Approval of the Consent Agenda 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.

The additional funding is for the provision of 840 more meals in fiscal year 21-22, additional supplies, and a cost of doing business (CODB) increase for a total amount of \$7,987.

**13. NEW BUSINESS:**

ITEMS A THROUGH H ARE ACTION ITEMS AND REQUIRE A VOTE BY THE COMMISSION.

- A. Review and approval of the FY 22-23 and FY 23-24 DAS Budgets. (Dan Kaplan and Kelly Dearman will present this item.)
- B. Requesting authorization to revise sole source waiver and to modify the existing contract agreement with Excellesoft Partners, LLC (Excellesoft) for the provision of access to Registration Enrollment Video Appointment (REVA); during the period of July 1, 2022 through June 30, 2025; in the additional amount of \$44,676, plus a 10% contingency, for a revised total amount not to exceed \$91,906. (Chun Yin Law will present the item).
- C. Requesting authorization to enter into a new grant agreement with Swords to Plowshares for the provision of providing access and empowerment services for veterans at the War Memorial Veterans Building; during the period of February 1, 2022 through June 30, 2024; in the amount of \$362,500, plus a 10% contingency, for a total amount not to exceed \$398,750. (Hanna Blanton



will present the item).

- D. Requesting authorization to enter into a new grant with Ingleside Community Center for the provision of Digital Learning Training; for the time period of February 1, 2022 to June 30, 2023; for a total amount not to exceed \$ 68,902 plus a 10% contingency for a total amount not to exceed \$75,792. (Fanny Lapitan will present the item)
- E. Requesting authorization to modify the existing grant agreement with Community Living Campaign for the provision of ReServe (CRSF) Employment Services for Older Adults and Adults with Disabilities; during the period of February 1, 2022 through June 30, 2024; in the additional amount of \$557,862 plus a 10% contingency for a revised total amount not to exceed \$3,391,483. (Fanny Lapitan will present the item)
- F. Requesting authorization to modify the existing grant agreement with Conard House, Inc. for the provision of SF Connected Program; during the period of February 1, 2022 through June 30, 2023; in the additional amount of \$138,000 plus a 10% contingency for a revised total amount not to exceed \$470,217. (Theresa Ballesteros will present the item)
- G. Requesting authorization to enter into a new contract with Corey, Canapary & Galanis for the provision of housing needs assessment consultant services; for the period of February 1, 2022 through August 31, 2022; in an amount of \$150,000 plus a 10% contingency for a total amount not to exceed \$165,000. (Isabel Clayter will be presenting the item.)

## PUBLIC COMMENT

### **14. ANNOUNCEMENTS**

### **15. ADJOURN**