

DEPARTMENT OF DISABILITY AND AGING SERVICES  
(DAS) COMMISSION  
MINUTES MARCH 2, 2022

CALL TO ORDER AND WELCOME/President Martha Knutzen

Commissioner Knutzen called the meeting to order and stated that the DAS Commission acknowledged they are using the unceded homeland of the Ramaytush Ohlone peoples of the San Francisco Peninsula.

The (DAS) Commission Secretary called the roll:

Present: Commissioners Sascha Bittner, Wanda Jung, President Martha Knutzen, Nelson Lum, Barbara Sklar, Vice President Janet Y. Spears

Absent: Commissioner Michelle Carrington

DAS Executive Director, Kelly Dearman, was present.

Communications:

Commission Secretary Ravi Durbeej 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 February 2, 2022 DAS Commission Meeting Minutes.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

Approval of Agenda item 4A, a Resolution Making Findings to Allow Teleconferenced Meetings of the DAS Commission:

President Knutzen read the order AB361 issued by the governor to amend the Brown Act to allow bodies to meet by teleconferencing to reduce the risk of Covid-19 transmission. Members of the public can comment by calling the published phone number or by watching live on SFGovTV and commenting through there.

**PUBLIC COMMENT:**

No public comment.

A motion to approve the resolution making findings to allow teleconferenced meetings of the DAS Commission.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

EXECUTIVE DIRECTOR REPORT/Kelly Dearman

DAS Executive Director Kelly Dearman's report first reported on the agency's wonderful staff-led Black History Month celebration that was attended by Mayor Breed and Board of Supervisors President Walton. On March 7<sup>th</sup> full telecommuting for City employees will be ending with employees coming back to the office at least 2 days a week. This also affects the DAS Commission as starting in April they will begin in person/hybrid meetings in City Hall.

Kelly announced the launching of her office hours for staff so anyone in DAS can book time to meet and talk with her. Supervisor Mandelman introduced two public hearing requests that involve DAS and more specifically the Office of the Public Conservator. These requests provide a review of the housing pilot program and the second hearing will review findings from a recent report on L.P.S.

Kristen, director of IHSS was deployed to lead the coordination of efforts at the Tenderloin Linkage Center in response to the mayor's declaration of emergency in the Tenderloin. The goal of the center is to reduce overdose deaths.

Funding for the America Rescue Plan (A.R.P.) from the state means DAS will receive approximately \$3,362,000 for nutrition programs and family caregiver support services, disease prevention programs, the Ombudsman program, and the legal services program. The funds are a one-time only and must be used by SEPTEMBER 30, 2024. The Dignity Fund Community needs assessment will be presented on April 6<sup>th</sup> at the joint DAS Commission and O.A.C. meeting from the planning team and many DAS staff members.

Vice President Spears wanted clarification of when the report would be completed, and Director Dearman confirmed it would be finished by April 1<sup>st</sup> and brought to the commission on April 6<sup>th</sup>.

Commissioner Lum wanted to know what the process in will be replacing DAS Officer Mr. Al Simms who is in the process of resigning from his position. Cindy Kauffman replied that the position is posted and reaching out to all available networks and then start the interview process.

### EMPLOYEE OF THE MONTH

- Executive Director Dearman and the DAS Commission honored Michele Giardina who has been with the office of the public conservator since AUGUST of 2018.
- President Knutzen recognized and thanked Michele for her complicated and difficult work.
- Michele then addressed the commission and acknowledged her fellow social workers during social work month and especially thanked the front-line workers in clinics and hospitals. She then thanked the city for all the support during the Covid times and her family for all their support as well.

### ADVISORY COUNCIL REPORT/Diane Lawrence

Advisory Council President's Report to the Commission on Disability and Aging Services on February 2, 2022. This report discusses the Advisory Council's February 16<sup>th</sup>, 2022 meeting.

President Lawrence started out her report on a sad note by announcing the passing of Beverly Taylor who was an Advisory Council Member and member of the Oversight and Advisory Council for the Dignity Fund on February 19<sup>th</sup>. She was a fierce advocate in her community and she will be missed dearly by all those who knew her.

Commented [RD1]:

The major focus of the February 16<sup>th</sup> meeting was the Area Plan on Aging. Detailed the outlines of the plan, the monies involved, and with it's primary focus on seniors. There was no Dignity Fund update this month being there was no DF meeting the prior month. There were a few LGBTQ updates: there might be a panel for the LGBTQ survey and there was a discussion on cultural competency and on the collection of sexual orientation and gender identity data. This data is necessary for funding and program development. The next meeting is March 16<sup>th</sup> and the focus is to approve the area plan.

The new updated site visit procedures were reviewed and received well by the members. The Curry Center will be the next site that is visited and expect a report from there soon. Lastly, we are reaching out to the supervisors for membership for more representation throughout all the districts.

**Next Advisory Council meeting:** Wednesday, April 20, 2022.

NO PUBLIC COMMENT.

### JOINT LEGISLATIVE REPORT/Diane Lawrence

Joint Legislative Report to the Commission on Disability and Aging Services on February 2, 2022.

Advisory Council President Lawrence started off by saying they are in the second year of a two-year cycle and if bills do not make it out of the committee by January 31<sup>st</sup> they are considered dead in pursuant to Joint Rule 56. The needs allowance was recommended to be raised from \$35 to \$80 per month. The needs allowance was introduced in the 1980's and updated in 2014 so it is recommended that this bill be supported. They are also looking into the federal legislation on stopping unfair Medicaid recovery.

CASE REPORT/Daniel Gallagher

CASE Report to the Commission on Disability and Aging Services on March 2, 2022.

Update on the Case Writing Report: The print and the PDF versions are now complete along with the distribution plan. Dan shared the cover page of the 38-page booklet and previewed it to the commissioners. Dan outlined his projected distribution efforts and including all state legislators, the Governor's office, Mayor's office in SF and local commissions and councils. They will be supporting a caregiver's support request of \$20,000 as well as the hybrid programming capabilities of \$525,000. The Case is also supporting the Dignity Fund's Coalition Campaign for a funding request of \$3.5 million over two years.

No Public Comments.

Item 11 is GENERAL PUBLIC COMMENT.

No Public Comments.

OLD BUSINESS

None

NEW BUSINESS

ITEMS A through G ARE ACTION ITEMS AND REQUIRE A VOTE BY THE COMMISSION.

**12. Review of the FY 2022-2023 Area Plan Update for the California Department of Aging**  
(Staff: Executive Director Kelly Dearman and Adithi Vellore will present this Item).

Analyst Adithi Vellore from the Human Services Planning Unit along with Executive Director Kelly Dearman presented this item. This presentation is an overview of the Area Plan Update including sections of the report that contain population estimates, anticipated service levels for fiscal year 2022-23 period, and updates on narrative goals and objectives. This is an update year on the area plan for the period 2021-2024. Highlights of the update include data from the most recent census and the people in the community that are being served with the older American Act

Dollars. Some goals are the nutrition status, strategies for eviction and homelessness, to streamline access to resources, and to conduct planning and evaluation. The completed Area Plan Update will be presented to the commission next month for approval.

#### PUBLIC COMMENT

No public comments.

**12. Presentation of the DAS Listening Sessions with Communities of Color report** (Staff: Adithi Vellore will present this item).

This presentation provides highlights from the department OCTOBER 2021 report of findings and recommendations from our listening sessions with communities of color. The report touched on the findings in respect to the consumer needs, barriers that consumers face when trying to access services, issues concerning infrastructure and partnerships intended to identify areas of need within the BIPOC black indigenous and people of color communities and their engagement. This research is designed to answer the question, what are the needs of older people and people with disabilities and what are the barriers to participation that these individuals experience while trying to access services or other resources for older persons. Five different populations were focused on: Asian, Black and African American, Filipino and Pacific Islander, Latin, and the LGBTQ identifying people of color.

A common theme that was reinforced was the limited knowledge of the services offered and networks access which leads to a sense of disconnection and frustration. There is also a need to emphasize multidimensionality in the consumers, some senior spaces leave some LGBTQ clients feeling stigmatized and clients reported not feeling comfortable accessing services. Accessibility training amongst providers is a necessity and the Dignity Needs Assessment for 2022 will shape the service and allocation of the resources.

Commissioner Jung commented on how this is excellent and this report addresses much needed work and emphasized the importance of racial equity and the inclusion from all the different orientations in the city.

#### PUBLIC COMMENT

Francisco Dacosta called in and he stated that he listened very intensely and this report offered no practicality. He stated that he is a senior and seniors need a digital platform to express themselves. Mr. Dacosta noted that long reports make the details convoluted and it seems that there are no solutions in this report.

**12A. 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)**

Nominating Committee Chair, Commissioner Nelson spoke with the other members and unanimously nominated President Knutzen and Vice President Spears to a one-year term. Commissioner Nelson moved on this motion and Commissioner Sklar seconded it. Both President Knutzen and Vice President Spears thanked the commission for the opportunity to serve.

**PUBLIC COMMENT**

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

**12B. Requesting authorization to modify the existing grant agreement with Meals on Wheels of San Francisco for the provision of Isolation and Quarantine Free Food Delivery Helpline in the Home Delivered Meal (HDM) Nutrition Services for Adults with Disability, during the period of March 1, 2022 through August 31, 2022, in the additional amount of \$750,000 plus a 10% contingency for a revised total amount not to exceed \$6,031,311. (Cindy Lin will present the item)**

As the coordination team of the city's response to Covid-19 the core mission has transitioned to addressing food insecurity in San Francisco and we support programs and strategies that address food access issues that span across all populations of the city. This is a request to modify the existing Meals on Wheels of SF for the period of March 1, 2022 through August 1, 2022 in the amount of \$750,000. This modification will avoid immediate disruption of the food helpline that Meals on Wheels has provided for food support for San Franciscans and their households so they can safely isolate and quarantine if they have tested positive for Covid-19. This grant will be extended earlier than anticipated due to the recent surge. Moved by Commissioner Bittner and seconded by Commissioner Sklar.

**PUBLIC COMMENT**

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

**12C. Requesting authorization to modify the existing grant agreement with San Francisco Marin Food Bank for the provision of Home Delivered Grocery Program; during the period of March 1, 2022 through June 30, 2025; in the additional amount of \$630,073 plus a 10% contingency for a revised total amount not to exceed \$4,419,127.** (Tiffany Kearny will present the item)

This request is to review and approve a modification to the San Francisco food bank and DAS funding for home delivery programs. The need for nutrition support remains elevated for the clients and is not expected to decrease in the fiscal year, as a result we are asking the commission's approval to add funding to this grant to provide vital nutrition.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

**12D. Requesting authorization to enter into a new grant agreement with Eviction Defense Collaborative for the provision of Continuing Housing Subsidies for older adults and adults with disabilities during the period of March 1, 2022 through June 30, 2024; in the amount of \$5,192,504 plus a 10% contingency for a total amount not to exceed \$5,711,754.** (Hanna Blanton will present the item)

Hanna Blanton presented this item seeking approval for subsidies for older adults with disabilities. The older provider that DAS has used is ending contracts with the City and County of San Francisco because they are moving away from direct services. We've identified a new provider for DAS, the Eviction Defense Collaborative, who will allow the agency to transition existing participants so they can continue to have housing subsidies.

Commissioner Jung asked who will be overseeing the transition and presenter Hanna Blanton answered that will be her personal role as support to the program administration. Commissioner Jung gave a motion to approve and Vice President Spears seconded the notion.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

**12E. Requesting authorization to enter into new grant agreements with multiple providers for the provision of Congregate Nutrition Support for older adults and adults with disabilities during period of March 1, 2022 through June 30, 2025; in the amount of \$880,925 plus a 10% contingency for a total amount not to exceed of \$969,017.** (Tiffany Kearney will present the item)

Tiffany Kearny presented this item where she is seeking approval for two programs in District 11. These two new congregate meal programs will increase access to affordable healthy and culturally relevant foods for District 11. The first program is located at the Geneva Community Center and the Southwest program is located at the I.T. Bookman Community Center where they will offer consumers an opportunity to sit down and enjoy a hot meal in a communal dining center in the near future.

Commissioner Jung asked how the need for nutritional services was identified specifically for District 11 and presenter Kearney replied that especially in the outer districts there is a much higher demand and congregate meal sites have not been available prior. Commissioner Jung also inquired if these are existing centers that they are expanding meal services to and presenter Kearny replied that the I.T. Bookman is currently serving meals but not the Geneva Center and they are very happy to be launching a new self-help congregate meal program there.

#### PUBLIC COMMENT

The executive director of the I.T. Bookman Center called in and let the commissioners know that during the pandemic the number from the congregate lunches went from 40 to 304 individuals. Seniors can receive community services as well as nutritional options.

A motion to approve from Commissioner Bittner and Commissioner Jung seconded the motion.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

**12E. Requesting approval of a sole source waiver exemption and authorization to enter into a new sole source grant with San Francisco In-Home Supportive Services Public Authority for the provision of Independent Provider (IP) Mode In-Home Supportive Services; for the period of July 1, 2022 through June 30, 2026; in the amount of \$395,190,609, plus a 10% contingency, for a total amount not to exceed \$434,709,670.** (Jill Nielsen will present)

Deputy Director Jill Nielsen presented this item where the majority of the funding for this contract supports the wages, medical, and dental benefits for almost 23,500 independent providers in San Francisco. Funding for this contract also supports key activities of the In-Home



Supportive Services (IHSS) public authority staff. This sole contract will include a Recruitment Manager and a Community Engagement Coordinator who would both be responsible for conducting innovative and intensive community outreach.

Commissioner Bittner commented that she wouldn't be here today talking if she didn't have them getting her up in the morning and getting her ready.

Commissioner Lum asked if there were any projections on income and would that funding be available. Presenter Nielsen replied that the IHSS program is a Medi-Cal program and were able to leverage federal and state funding and they will absolutely have the funding because IHSS is a very important part of the state's budget.

Commissioner Bittner commented that with the American Rescue Plan the money was allocated and it's all about quality of life.

#### PUBLIC COMMENT

No public comments.

A motion to approve from Commissioner Bittner and Vice President Spears seconded the motion.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

#### Announcements

No announcements this month

#### Adjournment

Meeting adjourned at 12:18pm by President Knutzen who reported that next month's meeting will be a hybrid meeting held in City Hall.