

DEPARTMENT OF DISABILITY AND AGING SERVICES
(DAS) COMMISSION
MINUTES September 7, 2022

Due to technical issues the meeting was delayed 30 minutes and moved to City Hall room 400

CALL TO ORDER AND WELCOME/President Martha Knutzen

Commissioner Martha Knutzen called our hybrid meeting to order in City Hall room 416 and virtually 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, Vice President Janet Y. Spears

Excused Absent: Commissioner Barbara Sklar

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 August 3, 2022 DAS Commission Meeting Minutes.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

RESOLUTION TO HOLD IN-PERSON MEETING WITH SOME MEMBERS POSSIBLY APPEARING REMOTELY.

President Knutzen read the resolution to hold in person meetings with some commission members possibly appearing remotely.

No public comment.

A motion to approve the resolution to hold in-person meeting with some members possibly appearing remotely.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

AUTHORIZATION TO ALLOW THIRD-PARTY PRESENTERS WHO ARE NOT CITY EMPLOYEES TO ATTEND COMMISSION MEETINGS VIRTUALLY, PENDING ANY CALIFORNIA GOVERNMENT CODE CHANGE OR MAYORAL SUPPLEMENT TO THE EMERGENCY PROCLAMATION.

President Knutzen read the resolution to authorize third-party presenters who are not city employees to attend and present commission meetings virtually pending any government changes or supplements to the Mayoral Emergency Proclamation

No public comment.

A motion to approve the authorization to allow third-party presenters who are not city employees to attend commission meetings virtually, pending any California government code change or mayoral supplement to the emergency proclamation.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

EXECUTIVE DIRECTOR REPORT/Kelly Dearman

DAS Executive Director Kelly Dearman gave the commission a federal update where DAS joined Speaker Nancy Pelosi, community partners, and Commissioner Bittner in the celebration of the 87th Anniversary of the Social Security Act.

For State updates the governor's proposal to establish system of CARE (Community, Assistance, Recovery and Empowerment) courts was approved and San Francisco will be one of the first counties to implement the initiative in October 2023. DPH will develop and implement this program in SF.

Locally extreme heat in San Francisco prompted DAS to activate our emergency response protocol procedures. Almost 800 calls were made to clients or their support staff by staff from IHSS, APS, Integrated Intake, Public Guardian, Public Conservator, and the Clinical and Quality Improvement Unit.

Regarding Laguna Honda, they have been working towards achieving recertification and Medicare/ Medicaid Services has allowed the facility to continue on a temporary basis and DAS continues to work with the hospital to develop comprehensive care for a small number of residents who are being discharged on a voluntary basis.

I also attended the NAPSA (National Adult Protective Services Association) conference this past month: opportunity to connect with staff, seminars demystifying dementia and the importance of brain health, and we saw the documentary All the Lonely People. Lastly Director Dearman thanked President Knutzen for her guest article speaking on DAS in the Bay Area Reporter.

Commissioner Bittner remarked on the CARE Courts and asked about the specific programs and how they will be implemented, and Director Dearman responded that since this program will be directed by DPH she did not have specific answers but would get back to Commission Bittner with answers when they become available.

President Knutzen thanked Executive Director Dearman

EMPLOYEE OF THE MONTH

- Executive Director Kelly Dearman and the DAS Commission honored Elvira (Elvie) Flaviano
- Commissioner Lum thanked Elvie for her services with Veterans
- President Knutzen thanked Elvie Flaviano
- Elvie thanked the commission and her Deputy Director and her team and let everyone know thankful she is of everyone in her team!

ADVISORY COUNCIL REPORT/Diane Lawrence

Advisory Council President's Report to the Commission on Disability and Aging Services, President Lawrence greeted the Commission, and spoke on guest speaker Dr. Carla Perissinoto, MD, MHS, Professor of Medicine, Division of Geriatrics, UCSF and Associate Medical Director VITAS Healthcare. Dr. Perissinoto spoke on the impact of loneliness on geriatrics and palliative care. The issues of loneliness and/or isolation have traditionally been on the sociology side of care and now they are gradually moving into the medical realm.

Council Member Tia Small did a site visit on the Mission YMCA in the Excelsior. She found their website homepage very confusing but there was food distribution from the SF-Marine Food Bank and exercise classes and labs that are well attended by seniors. Council member Margaret Graf reported on the South Sunset Center which is the only one in the district and provides services under the auspices of Self-Help for the Elderly. There was continued discussion of the

background and underlying problems of Laguna Honda and our next meeting is September 21, 2022 and the planned guest speaker is Shireen McSpadden, Executive Director of the Department of Homelessness and Supportive Housing.

President Knutzen asked about if the site visits are reported to DAS staff and if anything is done to correct any problems that might have been observed, President Lawrence replied that there is always discussions with the Director.

NO PUBLIC COMMENT.

JOINT LEGISLATIVE REPORT/Diane Lawrence

Joint Leg met on August 17 and the governor has until the end of the month to sign or veto bills. We are deciding when to have next meetings as the CSL prioritizes it's legislative bills for the following year and there is no legislative activity for the end of this year. The CSL had 5 bills that were successful this year and we will meet next September 21st.

No public comment.

CASE REPORT/Daniel Gallagher

CASE Report to the Commission on Disability and Aging Services,

Presenter Gallagher greeted the commission and talked about case programming and activities in advocacy efforts in August. I included 2 links in the electronic version of this presentation that was sent to the commissioners on a presentation of cultural humility and caring, both very relevant. In October we will relinquish case conflicts to the oversight and advisory council meetings. Our service providers and working group members will attend the OAC meeting October 17th. And we will be assessing and addressing the challenges with providing creative programming especially with the hybrid programming that is in use now. CASE has a survey for providers to update what their services are currently.

No public comment.

Item 12 is GENERAL PUBLIC COMMENT.

OLD BUSINESS

None

NEW BUSINESS

ITEMS A IS AN INFORMATIONAL ITEMS THAT DO NOT REQUIRE A VOTE BY THE COMMISSION.

14A. Presentation of the DAS FY 22/23 Schedule for Requests for Proposals and Contract Renewals (Presented by Steve Kim and Sarah Chan.)

Presenter Kim thanked the commission and ED Dearman and let them know he and his colleague Sarah Chan will be addressing the commission with requests and proposals for DAS FY 22/23 Schedule.

Presenter Chan went through the slide presentation for the proposals to the commission that labeled all the RFP proposals for FY 22/23. Presenter Kim then finished the presentation outlining city guidelines and asked for questions.

Vice President Spears thanked them for their work and for letting the commission know what will be upcoming for FY22/23.

PUBLIC COMMENT

No public comments.

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

14B. Requesting a vote by the Commission to reappoint DAS Advisory Council President Diane Lawrence and Advisory Council Member Kay Parekh to the DAS Advisory Council for two-year terms.

President Knutzen presented to the commission a vote to reappoint DAS Advisory Council President Diane Lawrence and Advisory Council Member Kay Parekh to the DAS Advisory Council for two-year terms and thanked both of them for their continued service.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

14C. Requesting authorization to enter into a new grant agreement with Institute on Aging for provision of Temporary Respite Caregiver Support Program; during the period of September 1, 2022 through June 30, 2026; in the amount of \$3,137,948, plus a 10% contingency, for a total amount not to exceed \$3,451,743. (Erica Maybaum will present the

item).

Presenter Maybaum requested authorization to enter into a new grant agreement with Institute on Aging for provision of Temporary Respite Caregiver Support Program; during the period of September 1, 2022 through June 30, 2026; in the amount of \$3,137,948, plus a 10% contingency, for a total amount not to exceed \$3,451,743. This fund is funded by the Dignity Fund, and this will be a new grant.

Commission Jung commented that this is a very comprehensive grant and asked about the outreach and how will people find out about this program

Presenter Maybaum replied that they would be doing outreach and will be following up with specifics to the commissioners.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

14D. Requesting authorization to modify the existing grant agreement with Self-Help for the Elderly for the provision of California Department of Aging Supplemental Nutrition Assistance Program-Education (SNAP-ED) during the period of May 1, 2022 to September 30, 2022; in the additional amount of \$73,502 plus a 10% contingency for a total grant amount not to exceed \$217,623. (Tiffany Kearney will present the item).

Presenter Kearney is Requesting authorization to modify the existing grant agreement with Self-Help for the Elderly for the provision of California Department of Aging Supplemental Nutrition Assistance Program-Education (SNAP-ED) during the period of May 1, 2022 to September 30, 2022; in the additional amount of \$73,502 plus a 10% contingency for a total grant amount not to exceed \$217,623. Presenter Kearney detailed how clients use the funding to learn nutritional awareness. This will support nutritional education to our DAS clients

Commission Jung asked about the modification and the dates and presenter Kearney said there was a backlog and that's why there was a delay.

President Knutzen asked if the site recipients need to be SNAP-ED eligible to participate in the services and presenter Kearney stated that a certain percentage of the site recipients need to be SNAP-ED, then non-SNAP-ED may participate..

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

14E. Review and approval of the California Department of Aging – Medicare Improvements for Patients and Providers Act (MIPPA) Contract MI-2223-06, associated budget, and all subsequent amendments. Requesting authorization to modify the existing grant agreement with Self-Help for the Elderly for the provision of Health Insurance Counseling and Advocacy Program (HICAP) to include these funds for MIPPA program administration; for the period of September 1, 2022 through August 31, 2023; in the additional amount of \$84,792 with a 10% contingency for a total amount not to exceed \$93,271. (Erica Maybaum will present).

Presenter Maybaum presented a review and approval of the California Department of Aging – Medicare Improvements for Patients and Providers Act (MIPPA) Contract MI-2223-06, associated budget, and all subsequent amendments. Requesting authorization to modify the existing grant agreement with Self-Help for the Elderly for the provision of Health Insurance Counseling and Advocacy Program (HICAP) to include these funds for MIPPA program administration; for the period of September 1, 2022 through August 31, 2023; in the additional amount of \$84,792 with a 10% contingency for a total amount not to exceed \$93,271.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

14F. F.Requesting authorization to modify the existing grant agreement with Family Caregiver Alliance (FCA) for provision of Respite and additional services for the period of July 1, 2022 through June 30, 2023; in the additional amount of \$160,000 plus a 10% contingency for a total amount not to exceed of \$3,958,872. (Erica Maybaum will present the item)

Presenter Maybaum is requesting authorization to modify the existing grant agreement with Family Caregiver Alliance (FCA) for provision of Respite and additional services for the period of July 1, 2022 through June 30, 2023; in the additional amount of \$160,000 plus a 10% contingency for a total amount not to exceed of \$3,958,872. These visits could be in person, virtual, or hybrid depending on Covid protocols.

Commissioner Jung asked for clarification regarding the respite caregiver program provided by Institute on Aging (IOA) (Item #14C) and Family Caregiver Alliance (FCA).

Presenter Maybaum explained that the additional funding is to cover the cost needed by FCA to maintain services to allow IOA time to initiate and ramp up their program. She further clarified that it's the department priority that there is no gap in services for clients.

Vice President Spears asked if she could shed light on the transition between one service provider to another with presenter Maybaum responding that RFP 992 scores the providers and they were scored the highest. This grant adds to the respite area of the proposal specifically.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

14G. Requesting authorization to modify the existing grant agreement with On-Lok Day Services for the provision of Health Promotion: Self-Management of Chronic Health Conditions program; for the period of September 1, 2022 to June 30, 2023; in the additional amount of \$105,516 plus a 10% contingency for a revised total amount not to exceed \$1,064,989. (Tiffany Kearney will present the item)

Presenter Kearney is requesting authorization to modify the existing grant agreement with On-Lok Day Services for the provision of Health Promotion: Self-Management of Chronic Health Conditions program; for the period of September 1, 2022 to June 30, 2023; in the additional amount of \$105,516 plus a 10% contingency for a revised total amount not to exceed \$1,064,989. This grant modification On-Lok provide 3 treatment programs instead of the 2 it offers.

Commissioner Jung asked what will the \$100,000 will be used for and will this be used to train and hire new staff and presenter replied that yes and will be used for extra hours for existing staff.

Commissioner Lum asked since this is a one-time grant and how will this be funded in the future, presenter Kearney replied that this funding is there primarily to support the new 3rd program

President Knutzen remarked that hopefully there will be funding to extend this in the future.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar

That concluded the action items on the agenda.

Announcements

President Knutzen No announcements

Adjournment

Meeting adjourned at 11:41am by President Knutzen