

SAN FRANCISCO HUMAN SERVICES COMMISSION
M I N U T E S

September 29, 2016 Special Meeting

A special meeting of the Human Services Commission was held on Thursday, September 29, 2016, in the Ronald H. Born Auditorium at 170 Otis Street, San Francisco.

MEMBERS PRESENT PABLO STEWART, M.D., President
 RITA SEMEL, Vice President
 SCOTT KAHN
 JAMES MC CRAY, JR.
 GEORGE YAMASAKI, JR.

OTHERS PRESENT Trent Rhorer, Executive Director – Human Services Agency
 Louise Rainey, Secretary – Human Services Commission
 Sylvia Deporto, Deputy Director – Family and Children’s Services
 Daniel Kaplan, Deputy Director – Finance and Administration
 Noelle Simmons, Deputy Director – Economic Support and Self Sufficiency
 Susie Smith, Deputy Director -- Policy and Planning
 Other department staff and interested citizens

ROLL CALL President Stewart called the meeting to order at 9:35 a.m. noting the Commission was present.

AGENDA On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission adopted the posted agenda amended as follows:
 Item IX. Closed Session -- continued.

MINUTES On motion by Vice President Semel, seconded and carried, the Commission unanimously approved the minutes of the August 25, 2016 regular meeting as circulated.

SEPTEMBER 2016 President Stewart announced Family and Children’s Services Protective Services Worker Melinda Tan as the September 2016 Employee of the Month.
EMPLOYEE OF THE Melinda was honored for her extraordinary and diligent contributions to the safe return of an abducted infant. Melinda was presented an engraved desk
MONTH clock and graciously accepted with thanks to all.

EXECUTIVE DIRECTOR'S Executive Director Trent Rhorer furnished an update re the State and City's budget processes, and program activities.
REPORT

CONSENT CALENDAR On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission ratified actions taken by the Executive Director since the
August 25, 2016 regular meeting in accordance with Commission authorization of June 23, 2016:
 1. Submission of requests to encumber funds in the total amount of \$7,862,171 for purchase of services or supplies and contingency amounts;
 2. Submission of 1 temporary position for possible use in order to fill positions on a temporary basis;
 3. Submission of 32 temporary appointments made during the period of 8.16.16 through 9.16.16.

HUMAN SERVICES Deputy Director Daniel Kaplan presented an update re the Human Services Agency Fiscal Year 2016-2017 and Fiscal Year 2017-2018 Budget.
AGENCY FISCAL YEARS
2016-2017 AND
2017-2018

FAMILY BUILDERS BY Family and Children’s Services Senior Analyst Pamela Salsedo presented the request to modify the Family Builders by Adoption grant.
ADOPTION

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the existing grant with
FAMILY BUILDERS BY ADOPTION for provision of Adoption and Permanency Services; during the period of July 1, 2016 through June 30, 2019; in the
additional amount of \$443,946 plus a 10% contingency for a revised total grant amount not to exceed \$1,897,500.

YOUNG COMMUNITY Employment Services Section Manager James Whelley presented the request to modify the Young Community Developer, Inc. grant.
DEVELOPERS, INC.

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the existing grant with
YOUNG COMMUNITY DEVELOPERS, INC. for provision of the Interrupt, Predict, Organize Employment Program; during the period of September 1,
2015 through December 31, 2017; in the additional amount of \$280,000 plus a 10% contingency for a revised total grant amount not to exceed
\$557,700.

MICROBIZ SECURITY COMPANY Human Services Agency Investigator Joseph Villatoro presented the request to enter into contract with Microbiz Security Company.

On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to enter into contract with MICROBIZ SECURITY COMPANY for provision of Maintenance and Upkeep of Human Services Agency Facility Security Systems; during the period of November 1, 2016 through October 31, 2018; in the amount of \$99,500 plus a 10% contingency for a total contract amount not to exceed \$109,450.

LAUNCHPAD Welfare to Work Services Project Manager Yunny Tai presented the request to enter into contract with Launchpad.

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to enter into contract with LAUNCHPAD for provision of JobsNOW Employment Program; during the period of October 1, 2016 through June 30, 2020; in the amount of \$826,264 plus a 10% contingency for a total contract amount not to exceed \$908,890.

UNIVERSITY OF CALIFORNIA – DAVIS Program Manager Bart Ellison presented the request to enter into contract with University of California – Davis.

On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to enter into a new contract with UNIVERSITY OF CALIFORNIA – DAVIS for provision of Welfare Fraud Training for Human Services Agency Staff; during the period of July 1, 2016 through June 30, 2017; in the amount of \$28,440 plus a 10% contingency for a total contract amount not to exceed \$31,284.

PUBLIC COMMENT President Stewart's call for public comment did not yield a response.

ADJOURNMENT President Stewart's adjourned the meeting at 10:50 a.m.

Louise Rainey, Commission Secretary
Human Services Commission