

DEPARTMENT OF AGING AND ADULT SERVICES COMMISSION (DAAS)  
MINUTES JUNE 6, 2018

CALL TO ORDER AND ROLL CALL

President Gustavo Serinà  
called the meeting to order at 9:30 AM.

The (DAAS) Commission Secretary called the roll.

Present: Gustavo Serinà, Katie Loo, Michael Pappas, Tedi Vriheas, and Jeremy Wallenberg

Executive Director Shireen McSpadden was present.

A motion to approve the June 6, 2018 Commission meeting agenda with amendments

The motion was unanimously approved

A motion to approve the May 2, 2018 Commission meeting minutes

The motion was unanimously approved

Executive Director's Report/Executive Director Shireen McSpadden

Executive Director Shireen McSpadden mentioned the elections that were held on Tuesday, June 2, 2018 and with that, the Mayor's Office request that all city departments submit a continuity of work plan for the new Mayor, specifically two things that each department is working on for the next 30 days, six months and the next year. Ms. McSpadden provided a general idea of what DAAS submitted: enhancements to the Public Conservator's Office and World Elder Awareness Expanded Outreach Day for the 30-day work plan, Reframing Aging San Francisco and Optimizing Aging and Dementia Care for the six month work plan and the Dignity Fund Services and Allocation Plan for the next year. Next week Ms. McSpadden will submit the Dignity Fund Needs Assessment to the San Francisco Board of Supervisors (BOS) for approval and discuss the interim service allocation plan for fiscal year 2018-19. The Mayor released his budget June 1, to the BOS. Although there was nothing specifically new to DAAS, the budget did focus on street homelessness and public safety which impacts services for older adults and adults with disabilities. World Elder Abuse Awareness Day takes place on Friday, June 15, 2018. DAAS along with our partner agency Institute on Aging (IOA) will host a weeklong series of training events to empower older adults and adults with disabilities

to protect themselves against scams, financial exploitation and financial predators. This communications effort is called the Savvy Aware Safe and Strong (SASS) Trainings and will be hosted by senior and community centers across San Francisco and provided in three languages English, Spanish and Cantonese. Ms. McSpadden expressed the importance of the DAAS Commission to attend some of these events. Also, San Francisco is also aiming to educate the public in this important issue by collaborating with Contra Costa County and Alameda Counties with an add campaign that will run on BART trains and posted in the BART stations. Ms. McSpadden thanked DAAS Deputy Director Jill Nielson for leading this effort along with the IOA staff. Finally, last Friday the DAAS leadership team held a retreat and collectively worked on their mission and vision and talked about DAAS's five year strategic plan. DAAS has a fairly new management team and the retreat helped with getting to know each other. Ms. McSpadden said at some point soon management will be unveiling their new vision and brining that vision to the DAAS Commission.

#### EMPLOYEE RECOGNITION:

Executive Director Shireen McSpadden and the DAAS Commission recognized Susan Mak, Ann McWalters, Lisa Leui, Rick Appleby, Deborah Oliver, Macario Dagdagan, Lauren Jarrell, Mary Cabarles, Kat Kozik, Joseph Formentos, Tiffany Dong, Yoonsun Choi and Jaime Morin-Arlett, from the DAAS Safety Committee. Ms. McSpadden thanked the DAAS Safety Committee for their hard work and dedication.

#### ADVISORY COUNCIL REPORT/ President Leon Schmidt

Mr. Schmidt announced that the Advisory Council met Wednesday, June 18, 2018. During the meeting it was announced that long time California Senior Legislature (CSL) member Dr. Bruce Speir retired from the CSL. Dr. Speir was the senior legislature member for Area 6 for many years. The Advisory Council will hold an acclamation election at the next Advisory Council meeting on Wednesday, June 20, 2018. Advisory Council member Dr. Marcy Adelman announced that the LGBT Metro Summit will be held on Thursday, June 7, 2018 from 8:30-2:00 PM at the Milton Marks Conference Center. All are invited to attend. Finally, Advisory Council members Diane Lawrence and Allegra Fortunati attended the California Senior Rally Day on May 8, 2018.

#### ADVIOSRY COUNCIL'S JOINT LEGISLATIVE COMMITTEE REPORT/Diane Lawrence

Ms. Lawrence gave a detailed report on Senior Rally Day in Sacramento. Senator Wiener, Assemblymen Phil Tang and Senior Legislatures, were all in attendance along with 600 seniors state wide. Those who spoke did so about their commitment around senior legislation and a work group from both houses was created.

### LONG TERM CARE COORDINATING COUNCIL (LTCCC) REPORT/Jacy Cohen

Ms. Cohen shared the highlights of the LTCCC May meeting. The Nominations Committee recently has been working on a number of items including: developing a process to increase diversity, ethnic and age specifically, developing ways to form a queue of interested candidates, revamping the nomination form and other areas to enhance recruitment and membership. The Dignity Fund Coalition's April 26<sup>th</sup> Mayoral Town Hall was a huge success with 980 of the 990 seats filled at Herbst Theatre and 440 watching the live stream. LTCCC member, Mark Burns, led a team at the SCAN Foundation Advocacy Day on April 23, at the Capitol in collaboration with the 23 Regional Coalitions (which the LTCCC is one) and the California Collaborative for LTSS. Members of the LTCCC Steering and Finance Committees held 3 energetic strategic planning and development meetings, with a fourth scheduled, to refine the LTCCC strategic framework and set the tone for next year's work in preparation for the June 14<sup>th</sup> LTCCC Retreat. The joint committees drafted a revised LTCCC mission, vision statement and core values and principles for further discussion and review at the June 14<sup>th</sup> Retreat as well as developing an agenda focus for that meeting. Between January and March the LTCCC had a series of 3 presentations on employment and workforce challenges of older adults and people with disabilities to help the members discuss and identify policy recommendations to be put forward by the LTCCC. On May 9<sup>th</sup> Supervisor Norman Yee hosted a hearing about the gaps in employment and related services for older adults and adults with disabilities.

### CASE Report/Patty Clement-Cihak :

Ms. Clement-Cihak reported that CASE members are continuing their visits to the BOS to advocate for additional funding where CASE sees the biggest need in the community. CASE added one ask to their platform and that is to look at Adult Day Health Care who is petitioning and asking the state to increase the fees for medical reimbursement by 20%. On May 14, 2018 CASE had a meeting regarding Compassion and Choices with Reverend Bob Drake. This has to do with the California End of Life Options Act. Immediately following this meeting the California End of Life Options Act was overturned. CASE is looking at end of life options and choices for their clients who are at that stage in life. CASE will meet on Monday, June 11, 2018 from 3-5:00 PM at Stepping Stone Presentation, Adult Day Health Care, 301 Ellis Street.

### OLD BUSINESS

No Old Business

NEW BUSINESS

- A.** Requesting authorization to enter into a new contract agreement with RTZ Associates, Inc. for the provision of access, development, and support of the SF-GetCare system during the period of July 1, 2018 through June 30, 2020; in the amount of \$2,192,312 plus a 10% contingency for a total amount not to exceed \$2,411,543. Carrie Wong presented the item.

PUBLIC COMMENT:

A motion to approve:

The motion was unanimously approved

- B.** Requesting authorization to enter into a new grant agreement with Family Caregiver Alliance for the provision of family caregiver support programming during the period of July 1, 2018 through June 30, 2019; in the amount of \$674,696 plus a 10% contingency for a total amount not to exceed \$742,165. Monte Cimino presented the item.

PUBLIC COMMENT

No public comment.

A motion to approve:

The motion was unanimously approved

- C.** Requesting authorization to renew the grant agreement with Centro Latino De San Francisco, Inc. for the provision of naturalization services for older adults and adults with disabilities; during the period of July 1, 2018 through June 30, 2019; in the amount of \$115,503 plus a 10% contingency for a total grant amount not to exceed \$127,053. Paulo Salta presented the item.

PUBLIC COMMENT

No public comment.

A motion to approve:

The motion was unanimously approved

- D.** Requesting authorization to renew the grant agreement with International Institute of the Bay Area for the provision of naturalization services for older adults and adults with disabilities; during the period of July 1, 2018 through June 30, 2019; in the amount of \$185,198 plus a 10% contingency for a total grant amount not to exceed \$203,717. Paulo Salta presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- E.** Requesting authorization to renew the grant agreement with Jewish Family and Children's Services for the provision of naturalization services for older adults and adults with disabilities; during the period of July 1, 2018 through June 30, 2019; in the amount of \$81,225 plus a 10% contingency for a total grant amount not to exceed \$89,347. Michael Zaugg presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- F.** Requesting authorization to renew the grant agreement with La Raza Centro Legal Inc. for the provision of naturalization services for older adults and adults with disabilities; during the period of July 1, 2018 through June 30, 2019; in the amount of \$43,519 plus a 10% contingency for a total grant amount not to exceed \$47,870. Michael Zaugg presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- G.** Requesting authorization to renew the grant agreement with Nihonmachi Legal Outreach DBA API Legal Outreach for the provision of naturalization services for older adults and adults with disabilities; during the period of July 1, 2018 through June 30, 2019; in the amount of \$147,672 plus a 10% contingency for a total grant amount not to exceed \$162,439. Michael Zaugg will present the item.

**PUBLIC COMMENT**

Esther Leon shared with the DAAS Commission the extremely difficult legal work that is happening on the front with seniors and immigration reform and naturalization.

A motion to approve:

The motion was unanimously approved

- H.** Requesting authorization to renew the grant agreement with Self Help for the Elderly for the provision of naturalization services for older adults and adults with disabilities; during the period of July 1, 2018 through June 30, 2019; in the amount of \$170,017 plus a 10% contingency for a total grant amount not to exceed \$187,018. (Paulo Salta will present the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- I.** Requesting authorization to enter into a new grant agreement with Felton Institute for the provision of the DAAS Benefits and Resource Hub Community Liaisons during the period of July 1, 2018 through June 30, 2021; in the amount of \$176,436 plus a 10% contingency for a total grant amount not to exceed \$194,080. Reanna Albert presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- J.** Requesting authorization to renew the grant agreement with Self-Help for the Elderly for the provision of Emergency Short-Term Home Care for Seniors: Personal Care, Chore and Homemaker Services during the period of July 1, 2018 to June 30, 2019, in the amount of \$107,261 plus a 10% contingency for a total grant amount not to exceed \$117,987. Rick Appleby presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- K.** Requesting authorization to enter into a new grant agreement with Hansine Fisher and Associates for the provision of time study services for Human Service Agency's Department of Aging and Adult Services (HSA-DAAS) and San Francisco Department of Homelessness and Supportive Housing (SF-HSH) service providers during the period of July 1, 2018 to June 30, 2021, in the amount of \$60,000 plus a 10% contingency for a total grant amount not to exceed \$66,000. Michael Zaugg presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- L.** Requesting authorization to enter into a new grant agreement with Bayview Hunters Point Multipurpose Senior Services, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$730,437 plus a 10% contingency for a total grant amount not to exceed \$803,480. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- M.** Requesting authorization to enter into a new grant agreement with Catholic Charities, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$599,709 plus a 10% contingency for a total grant amount not to exceed \$659,679. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

**N.** Requesting authorization to enter into a new grant agreement with Curry Senior Center, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$1,020,669 plus a 10% contingency for a total grant amount not to exceed \$1,122,735. Rick Appleby presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

**O.** Requesting authorization to enter into a new grant agreement with Episcopal Community Services, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$869,868 plus a 10% contingency for a total grant amount not to exceed \$956,854. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

**P.** Requesting authorization to enter into a new grant agreement with Felton Institute, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$340,989 plus a 10% contingency for a total grant amount not to exceed \$375,087. Rick Appleby presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

**Q.** Requesting authorization to enter into a new grant agreement with Homebridge Inc., for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$328,578 plus a 10% contingency for a total grant amount not to exceed \$361,435. Monte Cimino will presented the item.



**PUBLIC COMMENT**

**R.** Requesting authorization to enter into a new grant agreement with Institute on Aging, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$1,548,189 plus a 10% contingency for a total grant amount not to exceed \$1,703,007. Michael Zaugg presented the item.

**PUBLIC COMMENT**

Esther Leon, stated that this fund is a reality with providing services to non-profits who have to retain recruit and sustain staff in a way that is reasonable for their people.

A motion to approve:

The motion was unanimously approved

**S.** Requesting authorization to enter into a new grant agreement with Jewish Family and Children's Services, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$300,000 plus a 10% contingency for a total grant amount not to exceed \$330,000. Rick Appleby presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

**T.** Requesting authorization to enter into a new grant agreement with Kimochi, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$386,139 plus a 10% contingency for a total grant amount not to exceed \$424,752. Monte Cimino presented the item.

**PUBLIC COMMENT**

Anna Sawamura Higaki thanked the Commission for considering Kimochi as a case management contractor in the new fiscal year and truly appreciates some of the comments from the Commission regarding cost. Ms. Sawamura stated that Kimochi does a lot of fundraising and that they are a small agency but very much needed by the target population that they serve.

A motion to approve:

The motion was unanimously approved

- U. Requesting authorization to enter into a new grant agreement with On Lok Day Services, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$982,971 plus a 10% contingency for a total grant amount not to exceed \$1,081,268. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- V. Requesting authorization to enter into a new grant agreement with Openhouse, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount not of \$330,843 plus a 10% contingency for a total grant amount not to exceed \$363,927. Rick Appleby presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- W. Requesting authorization to enter into a new grant agreement with Self Help for the Elderly, for the provision of case management services to seniors & adults with disabilities for the period of July 1, 2018 to June 30, 2021, in the amount of \$1,500,960 plus a 10% contingency for a total grant amount not to exceed \$1,651,056. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- X. Requesting authorization to enter into a new grant agreement with Institute on Aging, for the provision of Clinical Collaborative Services for the period of July 1, 2018 to June 30, 2021, in the amount of \$646,134 plus a 10% contingency for a total grant amount not to exceed \$710,747. Michael Zaugg presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- Y. Requesting authorization to renew grant agreement with Institute on Aging for the provision of the Center for Elderly Suicide Prevention and grief related services program (IOA/CESP); during the period of July 1, 2018 through June 30, 2019; in the amount of \$305,273 plus a 10% contingency for a total grant amount not to exceed \$335,800. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

- Z. Requesting authorization to renew grant agreement with Institute on Aging for the provision of the Elder Abuse Forensic Center program (IOA/FC); during the period of July 1, 2018 through June 30, 2019; in the amount of \$132,249 plus a 10% contingency for a total grant amount not to exceed \$145,474. Akiles Ceron presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

**AA.** Requesting authorization to renew grant agreement with Institute on Aging for the provision of the Elder Abuse Prevention program (IOA/EAP); during the period of July 1, 2018 through June 30, 2019; in the amount of \$125,347 plus a 10% contingency for a total grant amount not to exceed \$137,882. Akiles Ceron presented the item.

**PUBLIC COMMENT**

Donna Reeves, Director of Elder Abuse at the Institute on Aging explained the different languages that the Elder Abuse Brochures are available in.

A motion to approve:

The motion was unanimously approved

**BB.** Requesting authorization to renew grant agreement with Asian Pacific Islander Legal Outreach for the provision of the Elder Abuse Prevention Services program (APILO/EAPS); during the period of July 1, 2018 through June 30, 2019; in the amount of \$18,649 plus a 10% contingency for a total grant amount not to exceed \$20,514. Akiles Ceron presented the item.

**PUBLIC COMMENT**

Esther Leon Legal Outreach explained why education outreach is so important and the reading materials produced and the languages they are produced in.

A motion to approve:

The motion was unanimously approved

**CC.** Requesting authorization to renew the grant agreement with EDGEWOOD CENTER FOR CHILDREN AND FAMILIES for the provision of Family Caregiver Support Services during the period of July 1, 2016 through June 30, 2018; in the amount of \$108,770 plus a 10% contingency for a total grant amount not to exceed \$119,647. Monte Cimino presented the item.

**PUBLIC COMMENT**

No public comment.

A motion to approve:

The motion was unanimously approved

PUBLIC COMMENT:

No public comment

ANNOUNCEMENTS:

MOTION TO ADJOURN,

The motion was unanimously approved

Meeting adjourned 12:30 AM.

Respectfully submitted,

Bridget Badasow  
Commission Secretary