

**City and County of San Francisco
Aging and Adult Services Commission**



**EDNA JAMES
PRESIDENT**

**GUSTAVO SERIÑA
VICE PRESIDENT**

**COMMISSIONERS
SAMER ITANI
KATIE LOO
RICHARD OW
KAUSHIK ROY
NEIL SIMS**

DATE: Wednesday, June 22, 2016
TIME: 9:30 a.m.
PLACE: City Hall,
1 Dr. Carlton B. Goodlett Place, Room 416

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF THE JUNE 22, 2016 AGENDA **ACTION**

3. APPROVAL OF THE JUNE 1, 2016 Commission Meeting Minutes **ACTION**

4. REPORTS:

- A. DIRECTOR'S REPORT/Shireen McSpadden**
- B. EMPLOYEE RECOGNITION: The Department of Aging and Adult Services (DAAS) will honor Denise Cheung Director of the Office on the Aging and County Veterans Service Office**
- C. ADVISORY COUNCIL REPORT/Leon Schmidt**
- D. JOINT LEGISLATIVE COMMITTEE REPORT/Commissioner Neil Sims**
- E. LONG TERM CARE COORDINATING COUNCIL (LTCCC) REPORT**
- F. TACC/Cathy Russo**
- G. CASE REPORT**

5. 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.

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6. OLD BUSINESS 1

- Requesting to amend the April 6, 2016 Commission meeting minutes to reflect the correct contract number which is MI-1517-06. The contract number currently reads MI-1516-06.

ACTION

7. NEW BUSINESS

ALL ITEMS BELOW ARE ACTION ITEMS AND REQUIRE A VOTE BY THE COMMISSION

- A.** Requesting authorization to enter into a new contract with BEST PEST SERVICE, INC. for provision of Heavy Clean-up Services to seniors and adults with disabilities during the period of July 1, 2016 through June 30, 2018, in the amount of \$100,000 plus a 10% contingency for a total grant amount not to exceed \$110,000. (Staff: Jill Nielsen will present the item).

ACTION

PUBLIC COMMENT

- B.** Requesting authorization to enter into a new contract with NEW ORLEANS TELEPORT, INC. DBA CALLS PLUS for provision of Hotline Answering Services for Adult Protective Services and Family and Children's Services during the period of July 1, 2016 through June 30, 2019, in the amount of \$42,840 plus a 10% contingency for a total grant amount not to exceed \$47,124. (Staff: Jill Nielsen will present the item).

ACTION

PUBLIC COMMENT

Introduction to SF Connected (Staff: Aaron Low will present group memo)

- C.** Requesting authorization to enter into a new grant with COMMUNITY LIVING CAMPAIGN for provision of Computer and Broadband Technology to seniors and adults with disabilities during the period of July 1, 2016 through June 30, 2019, in the amount of \$370,095 plus a 10% contingency for a total grant amount not to exceed \$407,104. (Staff: Paulo Salta will present the item).

ACTION

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- D.** Requesting authorization to enter into a new grant with COMMUNITY TECHNOLOGY NETWORK for provision of Computer and Broadband Technology to seniors and adults with disabilities during the period of July 1, 2016 through June 30, 2019, in the amount of \$667,494 plus a 10% contingency for a total grant amount not to exceed \$734,243. (Staff: Paulo Salta will present the item).

ACTION

PUBLIC COMMENT

- E.** Requesting authorization to enter into a new grant with CONARD HOUSE for provision of Computer and Broadband Technology to seniors and adults with disabilities during the period of July 1, 2016 through June 30, 2019, in the amount of \$212,490 plus a 10% contingency for a total grant amount not to exceed \$233,739. (Staff: Paulo Salta will present the item).

ACTION

PUBLIC COMMENT

- F.** Requesting authorization to enter into a new grant with LIGHTHOUSE FOR THE BLIND for provision of Computer and Broadband Technology to seniors and adults with disabilities during the period of July 1, 2016 through June 30, 2019, in the amount of \$129,708 plus a 10% contingency for a total grant amount not to exceed \$142,679. (Staff: Paulo Salta will present the item).

ACTION

PUBLIC COMMENT

- G.** Requesting authorization to enter into a new grant with SELF HELP FOR THE ELDERLY for provision of Computer and Broadband Technology to seniors and adults with disabilities during the period of July 1, 2016 through June 30, 2019, in the amount of \$174,606 plus a 10% contingency for a total grant amount not to exceed \$192,067. (Staff: Paulo Salta will present the item).

ACTION

PUBLIC COMMENT

- H.** Requesting authorization to enter into a new grant with RELIATECH for provision of Technical Support to the SF Connected Program during the period of July 1, 2016 through

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June 30, 2019, in the amount of \$174,000 plus a 10% contingency for a total grant amount not to exceed \$191,400. (Staff: Aaron Low will present the item). **ACTION**

PUBLIC COMMENT

- I. Requesting authorization to enter into a new grant with COMMUNITY LIVING CAMPAIGN for provision of Administrative Support to the SF Tech Council during the period of July 1, 2016 through June 30, 2019, in the amount of \$240,000 plus a 10% contingency for a total grant amount not to exceed \$264,000. (Staff: Aaron Low will present the item). **ACTION**

PUBLIC COMMENT

- J. Requesting authorization to renew the grant agreement with INDEPENDENT LIVING RESOURCE CENTER OF SAN FRANCISCO for the provision of legal services for younger adults with disabilities; during the period of July 1, 2016 through June 30, 2018; in the amount of \$178,500 plus a 10% contingency for a total grant amount not to exceed \$196,350. (Staff: Michael Zaugg will present the item). **ACTION**

PUBLIC COMMENT

- K. Requesting authorization to enter into a new grant agreement with THE ARC SAN FRANCISCO for the provision of janitorial and recycling services to create employment opportunities for individuals with developmental disabilities; during the period of July 1, 2016 through June 30, 2019; in the amount of \$300,279 plus a 10% contingency for a total grant amount not to exceed \$330,307. (Staff Michael Zaugg will present the item). **ACTION**

PUBLIC COMMENT

- L. Requesting authorization to enter into a new grant agreement with FELTON INSTITUTE (DBA FAMILY SERVICES AGENCY) for the provision of Senior Companion Program; during the period of July 1, 2016 through June 30, 2019; in the amount of \$243,243, plus a 10% contingency for a total grant amount not to exceed \$267,567. (Staff Michael Zaugg will present the item). **ACTION**

PUBLIC COMMENT

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- M.** Requesting authorization to renew the grant agreement with BAYVIEW HUNTERS POINT MULTI PURPOSE SENIOR SERVICES for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$404,687 plus a 10% contingency for a total grant amount not to exceed \$445,156. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- N.** Requesting authorization to renew the contract agreement with CANDICE TANG for the provision of Elderly Nutrition Program Meals Nutrition Compliance services during the period of July 1, 2016 through June 30, 2017; in the amount of \$26,700 plus a 10% contingency for a total contract amount not to exceed \$29,370. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- O.** Requesting authorization to renew the grant agreement with CENTRO LATINO DE SAN FRANCISCO for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$305,242 plus a 10% contingency for a total grant amount not to exceed \$335,766. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- P.** Requesting authorization to renew the grant agreement with EPISCOPAL COMMUNITY SERVICES OF SAN FRANCISCO for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$175,522 plus a 10% contingency for a total grant amount not to exceed \$193,074. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- Q.** Requesting authorization to renew the grant agreement with GLIDE FOUNDATION for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016

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through June 30, 2017; in the amount of \$153,803 plus a 10% contingency for a total grant amount not to exceed \$169,183. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- R.** Requesting authorization to renew the grant agreement with JEWISH COMMUNITY CENTER OF SAN FRANCISCO for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$117,800 plus a 10% contingency for a total grant amount not to exceed \$129,580. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- S.** Requesting authorization to renew the grant agreement with KIMOCHI, INC for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$433,247 plus a 10% contingency for a total grant amount not to exceed \$476,572. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- T.** Requesting authorization to renew the grant agreement with ON LOK DAY SERVICES for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$546,920 plus a 10% contingency for a total grant amount not to exceed \$601,612. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- U.** Requesting authorization to renew the grant agreement with PROJECT OPEN HAND for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$1,411,529 plus a 10% contingency for a total grant amount not to exceed \$1,552,682. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- V.** Requesting authorization to renew the grant agreement with RUSSIAN AMERICAN COMMUNITY SERVICES for the provision of Elderly Nutrition Program Congregate Meals

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during the period of July 1, 2016 through June 30, 2017; in the amount of \$229,491 plus a 10% contingency for a total grant amount not to exceed \$252,440. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- W.** Requesting authorization to renew the grant agreement with SAMOAN COMMUNITY DEVELOPMENT CENTER for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$27,151 plus a 10% contingency for a total grant amount not to exceed \$29,866. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- X.** Requesting authorization to renew the grant agreement with SELF HELP FOR THE ELDERLY for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$1,401,521 plus a 10% contingency for a total grant amount not to exceed \$1,541,673. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- Y.** Requesting authorization to renew the grant agreement with CENTRO LATINO DE SAN FRANCISCO for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$171,114 plus a 10% contingency for a total grant amount not to exceed \$188,225. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- Z.** Requesting authorization to renew the grant agreement with JEWISH FAMILY AND CHILDREN'S SERVICES for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$79,788 plus a 10% contingency for a total grant amount not to exceed \$87,767. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

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- AA.** Requesting authorization to renew the grant agreement with KIMOCHI, INC for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$251,777 plus a 10% contingency for a total grant amount not to exceed \$276,955. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- BB.** Requesting authorization to renew the grant agreement with MEALS ON WHEELS for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$4,901,074 plus a 10% contingency for a total grant amount not to exceed \$5,391,181. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- CC.** Requesting authorization to renew the grant agreement with ON LOK DAY SERVICES for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$593,903 plus a 10% contingency for a total grant amount not to exceed \$653,293. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- DD.** Requesting authorization to renew the grant agreement with RUSSIAN AMERICAN COMMUNITY SERVICES for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$240,751 plus a 10% contingency for a total grant amount not to exceed \$264,826. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- EE.** Requesting authorization to renew the grant agreement with SELF HELP FOR THE ELDERLY for the provision of Elderly Nutrition Program Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$513,336 plus a 10% contingency for a total grant amount not to exceed \$564,670. (Staff Linda Lau will present the item). **ACTION**

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PUBLIC COMMENT

- FF.** Requesting authorization to renew the grant agreement with BAYVIEW HUNTERS POINT MULTI PURPOSE SENIOR SERVICES for the provision of Adults with Disabilities Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$85,235 plus a 10% contingency for a total grant amount not to exceed \$93,759. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- GG.** Requesting authorization to renew the grant agreement with CENTRO LATINO DE SAN FRANCISCO for the provision of Adults with Disabilities Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$30,477 plus a 10% contingency for a total grant amount not to exceed \$33,525. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- HH.** Requesting authorization to renew the grant agreement with EPISCOPAL COMMUNITY SERVICES OF SAN FRANCISCO for the provision of Adults with Disabilities Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$23,375 plus a 10% contingency for a total grant amount not to exceed \$25,713. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- II.** Requesting authorization to renew the grant agreement with PROJECT OPEN HAND for the provision of Adults with Disabilities Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$119,119 plus a 10% contingency for a total grant amount not to exceed \$131,031. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- JJ.** Requesting authorization to renew the grant agreement with RUSSIAN AMERICAN COMMUNITY SERVICES for the provision of Adults with Disabilities Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$5,297 plus a

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10% contingency for a total grant amount not to exceed \$5,827. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

KK. Requesting authorization to renew the grant agreement with SELF HELP FOR THE ELDERLY for the provision of Adults with Disabilities Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$16,632 plus a 10% contingency for a total grant amount not to exceed \$18,295. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

LL. Requesting authorization to renew the grant agreement with INSTITUTE ON AGING for the provision of Adults with Disabilities Home-Delivered Meals Assessment services during the period of July 1, 2016 through June 30, 2017; in the amount of \$175,266 plus a 10% contingency for a total grant amount not to exceed \$192,793. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

MM. Requesting authorization to renew the grant agreement with MEALS ON WHEELS for the provision of Adults with Disabilities Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$538,417 plus a 10% contingency for a total grant amount not to exceed \$592,259. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

NN. Requesting authorization to renew the grant agreement with RUSSIAN AMERICAN COMMUNITY SERVICES for the provision of Adults with Disabilities Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$186,924 plus a 10% contingency for a total grant amount not to exceed \$205,616. (Staff Linda Lau will present the item). **ACTION**

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- OO.** Requesting authorization to renew the grant agreement with SELF HELP FOR THE ELDERLY for the provision of Adults with Disabilities Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$274,755 plus a 10% contingency for a total grant amount not to exceed \$302,231. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

- PP.** Requesting authorization to renew the grant agreement with MEALS ON WHEELS for the provision of Emergency Home-Delivered Meals during the period of July 1, 2016 through June 30, 2017; in the amount of \$107,791 plus a 10% contingency for a total grant amount not to exceed \$118,570. (Staff Linda Lau will present the item). **ACTION**

PUBLIC COMMENT

8. ANNOUNCEMENTS

9. PUBLIC COMMENT

10. MOTION TO ADJOURN

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ACCESSIBLE MEETING POLICY

Assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas, language interpreters or other accommodations are available upon request. For these specific requests, please contact Bridget Badasow at the Department of Aging and Adult Services at (415) 355-3509, at least 48 hours before the meeting. Late requests will be honored if possible. **City Hall is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances.**

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

The Aging and Adult Services Commission meetings are held at 1 Dr. Carlton B. Goodlett Place, Room 416. The closest accessible BART station is located at Civic Center. Accessible MUNI lines serving this location are the 47 Van Ness, the 71 Haight/Noriega, the 19 Polk, the F-Line streetcar beginning at the Ferry Building at Market out to Castro and the MUNI Metro at Van Ness and Civic Center. For information about MUNI accessible services call 923-6142. There is accessible parking available at the Civic Center Plaza Garage located at 355 McAllister, between Polk and Larkin, Level One near elevators. Metered street parking is also available. **The hearing room is wheelchair accessible.**

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.

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/>

To inspect documents referred to on agenda, please contact Bridget Badasow, Department of Aging and Adult Services, 1650 Mission Street, 5th Floor, San Francisco, CA 94103, Office: (415) 355-3509, Fax:(415) 355-6785, E-mail: bridget.badasow@sfgov.org.

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LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [San Francisco Campaign and governmental Conduct Code sections 2.100 – 2.160] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900 San Francisco, CA 94102; telephone (415) 581-2300; (415) 581-2317 and website www.sfgov.org/ethics

SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager or similar sound-producing electronic device

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