

DEPARTMENT OF AGING AND ADULT SERVICES COMMISSION
MINUTES NOVEMBER 2, 2016

CALL TO ORDER AND ROLL CALL

President Edna James called the meeting to order at 9:40.

The Department of Aging and Adult Services (DAAS) Commission Secretary called the roll.

Present: Edna James, Gustavo Serinà, Kaushik Roy and Neil Sims

Absent: Samer Itani, Katie Loo and Richard Ow

Executive Director Shireen McSpadden was present.

President Edna James asked the Commission to postpone all the DAAS reports and the CLF 6 month report and annual plan update on the November 2, agenda until the next DAAS Commission meeting on January 4.

A motion to approve the November 2, DAAS Commission meeting agenda with the suggested amendments.

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

APPROVAL OF THE OCTOBER 5, 2016 MEETING MINUTES

The motion was unanimously approved with amendments.

Absent: Samer Itani, Katie Loo and Richard Ow

GENERAL PUBLIC COMMENT:

Barbara Rose Brooker invited the Commission and the public to the annual Age Pride March on December 4, 2016 which will commence on Union Street at noon and end on Union and Fillmore Streets.

OLD BUSINESS

No Old Business

NEW BUSINESS:

Dan Kaplan presented to the Commission the Department of Aging and Adult Services Budget for FY 16.17 and 17.18 (Informational only).

- A. The Department requests authorization to modify DAAS grant agreements with non-profit service providers for cost of doing business (CODB) funding; during the period of July 1, 2016 through June 30, 2017; in an aggregate amount not to exceed \$98,809. John Tsutakawa presented the item.

Public Comment

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- B. The Department requests authorization to modify the grant agreement with NEXT VILLAGE SAN FRANCISCO for provision of the Village Model program; during the period of July 1, 2016 through June 30, 2017; in the amount of \$50,000 plus a 10% contingency for a revised total amount not to exceed \$283,250. Michael Zaugg presented the item.

PUBLIC COMMENT

Jacqueline Zimmer Jones, Executive Director of NEXT Village SF, stated that NEXT Village is the most diverse Village in the nation and will not turn anyone away because of income. Ms. Zimmer Jones offered to answer any questions that the Commission might have.

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- C. Requesting authorization to enter into a new grant agreement with Stonestown Family YMCA to provide Community Services programs to Seniors and Adults with Disabilities (AWD) in the Parkmerced neighborhood of San Francisco for the time period beginning November 1, 2016 and ending June 30, 2017, in the amount of \$75,000 plus a 10%

contingency of \$7,500 for a total not to exceed amount of \$82,500. Linda Murley presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- D.** Requesting authorization to enter into a new grant agreement with **SAN FRANCISCO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY** for Independent Provider Mode In-Home Supportive Services during the period of July 1, 2016 through June 30, 2020; in the amount of \$250,686,075 plus an annual 5% contingency for a total grant amount not to exceed \$263,220,379. Aregawie Yosef presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- E.** Requesting authorization to enter into a new grant agreement with **SAN FRANCISCO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY** for On-Call In-Home Supportive Services during the period of July 1, 2016 through June 30, 2020; in the amount of \$1,167,427 plus an annual 10% contingency for a total grant amount not to exceed \$1,284,170. Aregawie Yosef presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

F. Requesting authorization to modify 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 additional amount of \$61,766 plus a 10% contingency for a revised total grant amount not to exceed \$503,638. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

G. Requesting authorization to modify 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 additional amount of \$46,100 plus a 10% contingency for a revised total grant amount not to exceed \$383,836. Sarah Chan presented the item.

PUBLIC COMMENT

Gloria Bonilla, Executive Director of Centro Latino De San Francisco expressed her appreciation to DAAS staff for supporting her and Central Latino in preparing their request. Ms. Bonilla thanked the staff for their recognition that Centro Latino's programs are growing by leaps and bounds and the caliber of services they are providing is exceptional.

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

H. Requesting authorization to modify 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 additional amount of \$64,561 plus a 10% contingency for a revised total grant amount not to exceed \$547,589. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- I.** Requesting authorization to modify 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 additional amount of \$56,496 plus a 10% contingency for a revised total grant amount not to exceed \$255,220. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- J.** Requesting authorization to modify the grant agreement with GLIDE FOUNDATION for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the additional amount of \$39,631 plus a 10% contingency for a revised total grant amount not to exceed \$206,674. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- K.** Requesting authorization to modify 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 additional amount of \$14,562 plus a 10% contingency for a revised total grant amount not to exceed \$145,598. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

L. Requesting authorization to modify 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 additional amount of \$21,938 plus a 10% contingency for a revised total grant amount not to exceed \$615,187. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

M. Requesting authorization to modify 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 additional amount of \$197,865 plus a 10% contingency for a revised total grant amount not to exceed \$1,748,113. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

N. Requesting authorization to modify the grant agreement with RUSSIAN AMERICAN COMMUNITY SERVICES for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2016 through June 30, 2017; in the additional amount of \$6,720 plus a 10% contingency for a revised total grant amount not to exceed \$259,832. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

O. Requesting authorization to modify 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 \$593,789 plus a 10% contingency for a revised total grant amount not to exceed \$2,194,841. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

P. Requesting authorization to modify 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 additional amount of \$1,714 plus a 10% contingency for a revised total grant amount not to exceed \$89,652. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

Q. Requesting authorization to modify 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 additional amount of \$1,841 plus a 10% contingency for a revised total grant amount not to exceed \$266,851. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- R.** Requesting authorization to modify 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 additional amount of \$85,082 plus a 10% contingency for a revised total grant amount not to exceed \$281,816. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- Q1.** Requesting authorization to modify 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 additional amount of \$37,000 plus a 10% contingency for a revised total grant amount not to exceed \$277,021. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- R1.** Requesting authorization to modify 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 additional amount of \$602,394 plus a 10% contingency for a revised total grant amount not to exceed \$6,053,815. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- S. Requesting authorization to modify 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 additional amount of \$7,388 plus a 10% contingency for a revised total grant amount not to exceed \$101,885. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- T. Requesting authorization to modify 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 additional amount of \$6,385 plus a 10% contingency for a revised total grant amount not to exceed \$40,548. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- U. Requesting authorization to modify 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 additional amount of \$41,731 plus a 10% contingency for a revised total grant amount not to exceed \$176,935. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- V. Requesting authorization to modify 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 additional amount of \$4,674 plus a 10% contingency for a revised total grant amount not to exceed \$10,968. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- W. Requesting authorization to modify 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 \$17,509 plus a 10% contingency for a revised total grant amount not to exceed \$37,555. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- X. Requesting authorization to modify 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 additional amount

of \$20,981 plus a 10% contingency for a revised total grant amount not to exceed \$228,695. Tiffany Kearney presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- Y.** Requesting authorization to modify 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 additional amount of \$118,213 plus a 10% contingency for a revised total grant amount not to exceed \$322,827. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- Z.** Requesting authorization to modify 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 additional amount of \$269,209 plus a 10% contingency for a revised total grant amount not to exceed \$888,389. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- AA.** Requesting authorization to modify 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 additional amount of \$31,685 plus a 10% contingency for a revised total grant amount not to exceed \$153,424. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- BB.** Requesting authorization to modify the grant agreement with CHINATOWN COMMUNITY DEVELOPMENT CENTER for the provision of Chinatown Single Room Occupancy (SRO) Food Outreach Program during the period of July 1, 2016 through June 30, 2020; in the additional amount of \$21,600 plus a 10% contingency for a revised total grant amount not to exceed \$126,764. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

- CC.** Requesting authorization to modify the grant agreement with Community Living Campaign for the provision of Food Pantry and Home-Delivered Grocery during the period of July 1, 2014 through June 30, 2017; in the additional amount of \$66,039 plus a 10% contingency for a revised total grant amount not to exceed \$422,650. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

DD. Requesting authorization to modify the grant agreement with GOLDEN GATE SENIOR SERVICES for the provision of Food Pantry and Home-Delivered Grocery during the period of July 1, 2016 through June 30, 2017; in the additional amount of \$153,360 plus a 10% contingency for a revised total grant amount not to exceed \$237,996. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

EE. Requesting authorization to modify the grant agreement with San Francisco Marin Food Bank for the provision of the Food Pantry Program during the period of July 1, 2012 through June 30, 2017; in the additional amount of \$589,702 to a revised total of \$1,206,054 plus a 10% contingency for a revised total grant amount not to exceed \$1,326,659. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

FF. Requesting authorization to modify the grant agreement with San Francisco Marin Food Bank for the provision of Home Delivered Groceries during the period of July 1, 2012 through June 30, 2017; in the additional amount of \$143,647 to a revised total of \$612,096 plus a 10% contingency for a revised total grant amount not to exceed \$673,306. Sarah Chan presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

GG. Review and Approval of Revision 1 to the 16/17 CDA Area Plan Budget – Martha Peterson presented the item.

PUBLIC COMMENT

No Public Comment

A MOTION TO APPROVE:

The motion was unanimously approved

Absent: Samer Itani, Katie Loo and Richard Ow

PUBLIC COMMENT:

No public comment

ANNOUNCEMENTS:

No announcements

MOTION TO ADJOURN,

Meeting adjourned 11:40 AM.

Respectfully submitted,

Bridget Badasow
Commission Secretary