

DEPARTMENT OF DISABILITY AND AGING SERVICES
(DAS) COMMISSION

MINUTES May 3, 2023

CALL TO ORDER AND WELCOME/ President Martha Knutzen

Vice President Janet Spears 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, Vice President Janet Y. Spears, Linda Parker Pennington, Nelson Lum, and President Martha Knutzen

Excused Absent:

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 April 5, 2023 Commission Meeting Minutes.

The motion was unanimously approved.

Approval of Minutes:

No public comment.

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.

EXECUTIVE DIRECTOR REPORT/Kelly Dearman

Director Dearman thanked the commissioners and was in Washington DC for the annual USAging and Policy conference and meet aids from congress members Eshoo, Pelosi, Feinstein, Padilla, & Lee's offices.

They were all appreciative and thanked Director Dearman for the meetings and talked a great deal about caregivers.

Locally, it is API Heritage month, and we are very proud of Annie Chung and her efforts with representing the community for DAS. We want to thank our staff for assisting our clients for the help during the blackouts. And yesterday the Board of Supervisors honored thanked Director Dearman and the staff at DAS for all their efforts!

President Knutzen thanked her for all the work and for helping these vulnerable communities. Commissioner Bittner thanked Director Dearman for and gave her congratulations.

DAS EMPLOYEE OF THE MONTH May 2023

- Director Dearman and the DAS Commission honored DAS Hub Intake Unit Protective Worker Ann McWalters who is one of our strongest employees
- President Lawrence thanked and congratulated Ann
- Ann thanked all her colleagues and was grateful to be a part of DAS and that DAS gave her a rich social worker experience and was overjoyed to help people in the community she serves and is thankful for all her colleagues and all the hard work they do!

ADVISORY COUNCIL REPORT/Diane Lawrence

President Lawrence greeted the Commission and thanked them and let her know this will be a brief report because she was not at the last Council meeting.

JOINT LEGISLATIVE REPORT /TACC Diane Lawrence

President Lawrence thanked the commission and she was not able to attend the last JLC but will send a report to the commissioners and there is a TACC Meeting next month which she will report on.

CASE REPORT/ Dan Gallagher

CASE Report presented by Dan Gallagher who reported via WebEx as well. The CASE programming meeting which he shared a link for that meeting. In May, they met with Project Openhouse and additional community resources to assist people with developing skills for self-sufficiency. We continue to advocate budget advocacy which is an ongoing effort to strengthen outreach activities and to bridge the technological divide. Caregiver respite was also included in the report.

Item 13 is GENERAL PUBLIC COMMENT.

No public comment

Item 14 OLD BUSINESS

No old business.

4 items on this month's consent agenda were voted on and unanimously approved:

- *The additional Amount is to add FY22/23 CODB to the Clinical Supervision Collaborative Program for FY 22/23 for the Institute on Aging.

NEW BUSINESS

ITEM A ARE INFORMATIONAL ITEMS AND REQUIRES A VOTE BY THE COMMISSION

A. Community Living Fund Six (6) Month Report and FY23-24 Annual Plan – INFORMATION ONLY (Presented by Melissa McGee)

Presenter McGee gave the commission an overview of Community Living Fund Six (6) Month

Report and FY23-24 Annual Plan. Presenter McGee detailed this report and gave the commission on overview as mandated for the FY23-24 time period. She detailed how individuals being discharged from Laguna Honda and Zuckerberg with housing subsidies. The 6 month report CLF received 64 new people asking for services. New referrals for white individuals increased slightly and Black referrals at 28% and Latinx referrals stayed the same as well as Asian referrals. Most common requests stayed consistent with prior reports.

Programs cost showed increases in all areas from past reports. Consistent with prior periods showed individuals waiting less time for services. CLF will continue to use their housing model for scattered sight housing.

Commissioner Jung thanked for the report and asked under key findings she noticed there is a lower amount of referrals and lower cases and presenter McGee said in term of Zip Codes and wondered if the zip code with the highest cases was Laguna Honda and presenter McGee was not sure. Also, she asked about what outreach was being done from the hospitals where presenter McGee replied that the directors as well as social workers do outreach in the community.

Vice President Spears thanked and appreciated the report and asked in the 6-month period if she could expand on the decrease of time waiting in services and McGee replied that the services are more streamlined.

President Knutzen appreciated the level of detail in this report.

PUBLIC COMMENT

NO PUBLIC COMMENT

B. Review and approval of the FY 2023-24 Area Plan Update for the California Department of Aging. (Staff: Executive Director Kelly Dearman and Adithi Vellore will present this Item)

Staff Adithi Vellore presented the Review and approval of the FY 2023-24 Area Plan Update for the California Department of Aging.

Commissioner Jung thanked them for the excellent report to the report and the updates made from the draft.

PUBLIC COMMENT

No public comment.

A motion to approve

The motion was unanimously approved.

C. Requesting authorization to enter into new contracts with Aim to Please Janitorial Services and M&M Hauling & Heavy Cleaning Assistant Company for the provision of heavy cleaning and pest treatment preparation services to APS clients; for the period of July 1, 2023 through June 30, 2028; in an amount of \$3,500,000 plus a 10% contingency for a total amount not to exceed \$3,850,000. (Akiles Ceron will present this item)

Presenter Cerone is Requesting authorization to enter into new contracts with Aim to Please Janitorial Services and M&M Hauling & Heavy Cleaning Assistant Company for the provision of heavy cleaning and pest treatment preparation services to APS clients; for the period of July 1, 2023 through June 30, 2028; in an amount of \$3,500,000 plus a 10% contingency for a total amount not to exceed \$3,850,000.

Commissioner Jung recognized the amount of effort put into this project.

Vice President Spears wanted to let them know that the provider was high quality.

Commissioner Lum asked about how much would this service cost per client and presenter Cerone let him know some services would cost about \$4,500 per client. Commissioner Lum asked if earlier intervention would be cheaper and Cerone let him know that yes, but by the time they get the concern it is usually past this point.

Commissioner Bittner commented and thanked presenter Cerone for this item.

PUBLIC COMMENT

No public comment.

A motion to approve

The motion was unanimously approved.

D. Requesting authorization to enter into new grants with Curry Senior Center and Openhouse for the provision of programming and social services for transgender and gender nonconforming (TGNC) older adults and adults with disabilities in a supportive and gender affirming environment; for the period of July 1, 2023 through June 30, 2027, in an amount of \$1,297,016 plus a 10% contingency for a total amount not to exceed \$1,426,718. (Reanna Albert will present this item)

Presenter Albert is requesting authorization to enter into new grants with Curry Senior Center and Openhouse for the provision of programming and social services for transgender and gender nonconforming (TGNC) older adults and adults with disabilities in a supportive and gender affirming environment; for the period of July 1, 2023 through June 30, 2027, in an amount of

\$1,297,016 plus a 10% contingency for a total amount not to exceed \$1,426,718.

Commissioner Jung thanked presenter Albert and asked about enhanced outreach in the sum of \$4500. Albert responded that it was used for presentations, to attend events, and to work with the office of transgender individuals.

Commissioner Sklar thanked and said the US Surgeon General said loneliness was a great problem and this will help many residents.

President Knutzen said she was so proud of the agency for being a model for what we do and how we do it for the entire nation with our outreach.

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

E. Review and Approval of California Department of Aging Contract DC-2223-06, Associated Budgets, and All Subsequent Amendments. (Sarah Chan will present this item)

Presenter Chan requested the commission for review and Approval of California Department of Aging Contract DC-2223-06, Associated Budgets, and All Subsequent Amendments. Approximately \$1.09 million will go to our SF Connected partners.

Vice President Spears commented she was happy they were using this to expand outreach.

Commissioner Lum commented that there are all these services, but he said if he was looking for these services he wouldn't know where to go and presenter Chan said there were specific guidelines with eligibility and outreach guidelines and outreach plans. She wanted to mention that this is only 1 program, and they are working in conjunction with other resources to help with outreach and services.

President Knutzen commented that there is also a general number for DAS that will connect people with services.

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

F. The Department of Disability and Aging Services (DAS) requests authorization to enter into a new contract with Social Policy Research Associates for IHSS labor market analysis for the period of June 1, 2023 to September 30, 2024, in an amount of \$99,971. (Jill Nielsen will present this item)

Deputy Director Nielsen is requesting authorization to enter into a new contract with Social Policy Research Associates for IHSS labor market analysis for the period of June 1, 2023 to September 30, 2024, in an amount of \$99,971.

First contract was a social services contract on social policy researchers on keeping providers.

Vice President Spears thanked for bringing this forward and doing the research and commended DAS for being ahead of the country for this and is very necessary in San Francisco and fully supports this.

Commission Bittner thanked for bringing this forward as well and they do wonderful work, and we need all this help.

Commissioner Jung said this contract is very well thought out and doubled down on Vice President Spear's comments.

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

G. The Department of Disability and Aging Services (DAS) requests authorization to enter into a new contract with Social Policy Research Associates for IHSS infrastructure and financial viability assessment for the period of June 1, 2023 to September 30, 2024, in an amount of \$99,619. (Jill Nielsen will present this item)

Deputy Director Nielsen from DAS requests authorization to enter into a new contract with Social Policy Research Associates for IHSS infrastructure and financial viability assessment for the period of June 1, 2023 to September 30, 2024, in an amount of \$99,619.

Commissioner

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

Commissioner Sklar was absent.

H. Requesting authorization to enter into a new grant with San Francisco In-Home Supportive Services Public Authority (SF IHSS PA) for the provision of In-Home Supportive Services Back-up Provider Services; for the period of July 1, 2023 to June 30, 2027, in an amount of \$1,302,316, plus a 10% contingency for a total amount not to exceed \$1,432,548. (Michael Powell will present this item)

Presenter Powell Requesting authorization to enter into a new grant with San Francisco In-Home Supportive Services Public Authority (SF IHSS PA) for the provision of In-Home Supportive Services Back-up Provider Services; for the period of July 1, 2023 to June 30, 2027, in an amount of \$1,302,316, plus a 10% contingency for a total amount not to exceed \$1,432,548.

PUBLIC COMMENT

No public comment.

A motion to approve.

Commissioner Bittner recused herself from voting on this Item H because she is the President of the Board for the Public Authority.

The motion was unanimously approved.

Commissioner Bittner was recused.

I. Requesting authorization to enter into a new contract with Hansine Fisher & Associates for the provision of Time Study Online Module during the period of July 1, 2023 through June 30, 2027;

in the amount of \$80,000, plus a 10% contingency for a total amount not to exceed \$88,000.
(Michael Zaugg will present the item)

Presenter Zaugg is Requesting authorization to enter into a new contract with Hansine Fisher & Associates for the provision of Time Study Online Module during the period of July 1, 2023 through June 30, 2027; in the amount of \$80,000, plus a 10% contingency for a total amount not to exceed \$88,000.

Commissioner Sklar said this seemed like a great ROI for the community.
President Knutzen agreed with her assessment and thought this was great for the community.

PUBLIC COMMENT

No public comment

A motion to approve.

The motion was unanimously approved.

J. Requesting authorization to enter into a new grant with Self-Help for the Elderly for the provision of Workforce Support Program during the period of July 1, 2023 through June 30, 2027; in the amount of \$1,037,604, plus a 10% contingency for a total amount not to exceed \$1,141,364. (Sara Hofverberg will present the item)

Presenter Hofverberg Requesting authorization to enter into a new grant with Self-Help for the Elderly for the provision of Workforce Support Program during the period of July 1, 2023 through June 30, 2027; in the amount of \$1,037,604, plus a 10% contingency for a total amount not to exceed \$1,141,364.

Commissioner Jung commented that she was very pleased to see this request but asked about specific training and outreach strategy and presenter Hofverberg said Self Help for the Elderly does have a very detailed outreach strategy and job training programs.

Commissioner Lum asked upon the completion of the program if they are licensed and Hofverberg said no but they do receive certification.

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

K. Requesting authorization to enter into a new grant with Independent Living Resource Center San Francisco for the DAS Wheelchair Repair and User Support Services Program during the period of July 1, 2023 to June 30, 2027, in an amount of \$1,240,000, plus a 10% contingency for a total amount not to exceed \$1,364,000. (Sara Hofverberg will present the item)

Presenter Hofverberg is requesting authorization to enter into a new grant with Independent Living Resource Center San Francisco for the DAS Wheelchair Repair and User Support Services Program during the period of July 1, 2023 to June 30, 2027, in an amount of \$1,240,000, plus a 10% contingency for a total amount not to exceed \$1,364,000. Using resources to advocate for wheelchair repair services which will provide emergency and long term care for wheelchair repair services, maintenance, and loaner wheel chairs.

Commissioner Bittner said this would be great to help people keep their independence. Commissioner Lum commented that this might be ambitious for all SF wheelchair users and presenter Hofverberg said yes, they will be addressing the need and find out how many users this will help.

President Knutzen thanked for the level of detail and said we could become better advocates for this service.

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

L. Requesting authorization to modify the existing grant agreements with multiple providers for the provision of Nutrition Services; during the period of July 1, 2022 through June 30, 2025, in the additional amount of \$972,749 plus a 10% contingency for a revised total amount not to exceed \$5,668,345. (Tiffany Kearny will present the item)

Presenter Kearney is requesting authorization to modify the existing grant agreements with multiple providers for the provision of Nutrition Services; during the period of July 1, 2022 through June 30, 2025, in the additional amount of \$972,749 plus a 10% contingency for a revised total amount not to exceed \$5,668,345. There has been a great decline in client contribution per meal and this item adds funding for this demand.

Commissioner Parker Pennington said these are programs are for other districts, but could she comment on District 10 and presenter Kearney said they are 4 sites in D10 served by 3 different

providers and home delivered meals to that district. Also, there is a Bayview Seniors Services that has a separate grant that is trying to access clients that are traditionally underserved.

Commissioner Jung thanked presenter Kearney for knowing all that about D10 off the top of her head.

Commissioner Lum thanked her for this great presentation, and he was surprised there was a contribution by the client because there is no incentive for them to donate, presenter Kearney said that was true but some clients do want to contribute and it is done in a confidential manner and no one will be served differently due to lack of funds.

PUBLIC COMMENT

No public comment.

A motion to approve.

The motion was unanimously approved.

Announcements

Adjournment

Meeting adjourned at 11:44am by President Knutzen