

DEPARTMENT OF DISABILITY AND AGING SERVICES  
(DAS) COMMISSION

MINUTES June 5, 2024

CALL TO ORDER AND WELCOME/ President Spears

President Janet Y. 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, Wanda Jung, Martha Knutzen, Vice President Nelson Lum, President Janet Y. Spears, and Linda Parker Pennington, and Barbara Sklar

Excused Absence: Sascha Bittner

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 May 8, 2024 Commission Meeting Minutes from  
The motion was unanimously approved.

EXECUTIVE DIRECTOR REPORT/ Kelly Dearman – Presented by Executive Director Kelly Dearman

Spoke on the state budget and the elimination of undocumented IHSS caregivers and the outlook in the whole was not good. Proposed the elimination of the backup caregiver program. And a proposal to eliminate \$111 million dollars of funding for elderly nutrition programs will not

happen due to excellent advocacy work. Still a lot of work to be done in the state legislation. The Home Safe Program is in jeopardy, through the lack of APS training funds. Funds for APS training have been cut.

The local budget is now in the hands of the Board of Supervisors.

Dan Kaplan spoke on the HSA/DAS budget. Many cost of doing business adjustments were not built in and the BOS called on the Controller to issue guidance and project what the cost of these doing business adjustments will be for the budget. This is a tough budget looking at a \$790 Million shortfall for the city. The Mayor has made a number of reductions in the first year and the budget year +2. DAS staff has been working with these adjustments. They have given us a packet which is used as guidance, and this will be distributed to the commissioners and posted as supporting documents on the Commission website.

Before the current budget cycle, departments created grant agreements without including inflationary adjustments. Each year, CODB adjustments were set as part of the budget process. Following the approval of the budget, agencies adjusted grant agreements to reflect approved CODB adjustments.

In October 2023, the Board of Supervisors adopted an ordinance requiring the Controller to prepare an initial base budget including anticipated cost increases in grants to nonprofit organizations to reflect inflation; and to adopt a City policy that departments enter into multi-year grants when the need for a grant program extended beyond a single year.

In April 2024, the Controller's Office issued a policy on multi-year contracting which included the following CODB adjustments for upcoming fiscal years:

- FY 24-25 3%
- FY 25-26 3%
- FY 26-27 2%
- FY 27-28 2%

The Controller's Office included funding to support these rate increases in the City's base budget and advised departments with existing, active multi-year agreements with General Fund sources to initiate any necessary amendments or modifications to reflect these changes. Departments were also advised to use the inflationary rates for new agreements beginning July 1, 2024.

The agency will follow what the BOS decides for the cost of doing business adjustments.

President Spears asked if contracts would come back with these adjustments and presenter Kaplan said they will not have to be re-approved.

Executive Director wished all happy pride and brought up the scams that have affected the aging community in San Francisco and nationally, elder scams have increased over 11% over the last year and these crimes are vastly underreported. Presentations were conducted in many languages to protect and drive awareness for the aging population in SF.

Friday, June 14th, there will be a press conference at Self-Help for the Elderly to increase awareness on scams and how to combat these crimes.

Kelly gave a commendation to the entire APS team who are advocates for all aging members of the community.

#### DAS EMPLOYEE OF THE MONTH June 2024 Du Tran

- Director Dearman and the DAS Commission honored and thanked Du Tran for her dedication and passion to the APS team. Almost her entire APS team was present and cheered on Du.
- Ms. Tran thanked the commission and everyone on her team for all their hard work as well. She was incredibly grateful and humbled by this award!

#### ADVISORY COUNCIL REPORT/Diane Lawrence

The council met on May 15, a regular meeting and the Office of Community Partnership staff provided feedback from the site visits. They are working on an official Site Visit form. Member updates and gave priorities for budget and legislation from the state.

District 5 held a neighborhood meeting/outing that was well attended and had many booths provided for outreach and services for the SF aging population. Many other district gatherings are coming up as well.

Council Member Dignum has a partnership with the Academy of Science and ARC is hosting an event there tomorrow.

Candidate for District 7 to be appointed to the council. Next meeting is July 18<sup>th</sup>.

Commissioner Knutzen thanked her for all the work on the site visits and how important they are and that they work!

TACC Report/Dianne Lawrence – was included in the Advisory Council report.

## CASE REPORT/ Judith Dancer

CASE Report presented by Judith Dancer, May was the premier of All the Lonely People film which was a wonderful success. There were agency brochures outside the screening.

In June the presenter at CASE will help people with online resources and in July health care providers will present. One time funding was spoken on with Mike Zaugg and Fiona and they are still unsure of the Dignity Fund and it is not triggered to be pulled yet.

President Spears let everyone know how great the movie was

## Item 9 is GENERAL PUBLIC COMMENT.

A member of the public spoke on various price gauging schemes affecting the elderly population. Read a draft proposal to the BOS and City Attorney on AI safety and other situational awareness problems that could alter votes, etc. The director of HSA is aware of these problems, and it is not being addressed so far and that needs to change. The member also gave the commission secretary printouts to pass to the commissioners.

## Item 10 OLD BUSINESS

No old business.

## Item 11 NEW BUSINESS

### ITEMS A THROUGH L ARE ACTION ITEMS AND REQUIRES A VOTE BY THE COMMISSION

- A. Requesting authorization to enter into a grant with Alzheimer's Association, for the provision of Dementia Care Project, for the period of July 1, 2024 to June 30, 2028, in an amount of \$1,021,271, plus a 10% contingency for a total amount not to exceed \$1,123,398. (Sara Hofverberg will present the item)

Maceo Person presented- Presenter Person is requesting authorization to enter into a grant with Alzheimer's Association, for the provision of Dementia Care Project, for the period of July 1, 2024 to June 30, 2028, in an amount of \$1,021,271, plus a 10% contingency for a total amount not to exceed \$1,123,398. (Sara Hofverberg will present the item)

Commissioner Jung thanked them for these excellent provisions of the language capacity, outreach plan, and 100% post training follow up and the creation of the network.

Commissioner Knutzen thanked them for the historical aspect of this from the LGBTQ communities and the model built here in SF for these services and will provide services for everyone.

Commissioner Pennington was really impressed on how thought out this item was.

## PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Pennington.

The motion was unanimously approved.

- B. Requesting authorization to enter into grants with multiple providers for the provision of housing subsidies for seniors and adults with disabilities during the period of July 1, 2024 to June 30, 2028, in the amount of \$19,012,834 plus a 10% contingency for a total grant amount not to exceed \$20,914,117. (Zhiqing Li will present the item)

Presenter Li is requesting authorization to enter into grants with multiple providers for the provision of housing subsidies for seniors and adults with disabilities during the period of July 1, 2024 to June 30, 2028, in the amount of \$19,012,834 plus a 10% contingency for a total grant amount not to exceed \$20,914,117.

Commissioner Jung acknowledged how extensive this is and asked about the service objectives to the grantees and the lower number of consumer services for the different providers.

Presenter Li replied that they are actually both equal for services and with Self Help of the Elderly their consumers are on an extreme poverty, level

President Spears noted that they are approving this and then will be sent to the Board of Supervisors for further approval

## PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Sklar.

The motion was unanimously approved.

- C. Requesting authorization to enter into new grants with SENIOR AND DISABILITY ACTION for the provision of the following programs: 1) Home Care Advocacy, 2) Housing Advocacy and Counseling, 3) Long-Term Care Consumer Rights Advocacy, 4) Senior and Disability Empowerment, during the period of July 1, 2024 to June 30, 2028,

in an amount of \$3,168,973, plus a 10% contingency for a total amount not to exceed \$3,485,870. (Sara Hofverberg will present the item)

Presented by Mike Zaugg: Presenter Zaugg is requesting authorization to enter into new grants with SENIOR AND DISABILITY ACTION for the provision of the following programs: 1) Home Care Advocacy, 2) Housing Advocacy and Counseling, 3) Long-Term Care Consumer Rights Advocacy, 4) Senior and Disability Empowerment, during the period of July 1, 2024 to June 30, 2028, in an amount of \$3,168,973, plus a 10% contingency for a total amount not to exceed \$3,485,870.

Vice President Lum asked if the funding includes the replacement of new wheelchairs and presenter Zaugg said he will have to check. They do provide loaners and fix older chairs.

#### PUBLIC COMMENT

No public comment

- D. Requesting authorization to enter into grants with grants with multiple providers for the provision of Adult Day Program (ADP) and Alzheimer's Day Care Resource Center (ADCRC) for older adults and adults with disabilities during the period of July 1, 2024 to June 30, 2028, in the amount of \$6,305,805 plus a 10% contingency for a total grant amount not to exceed \$6,936,386. (Sarah Chan will present the item)

Presenter Chan is requesting authorization to enter into grants with multiple providers for the provision of Adult Day Program (ADP) and Alzheimer's Day Care Resource Center (ADCRC) for older adults and adults with disabilities during the period of July 1, 2024 to June 30, 2028, in the amount of \$6,305,805 plus a 10% contingency for a total grant amount not to exceed \$6,936,386. (Sarah Chan will present the item)

Commissioner Knutzen asked if there are income eligibility requirements and presenter Chan replied no.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Pennington.

The motion was unanimously approved.

E. Requesting authorization to enter into a grant with Community Living Campaign for the provision of CRSF ReServe; during the period of July 1, 2024 to June 30, 2028, in an amount of \$4,102,153, plus a 10% contingency for a total amount not to exceed \$4,512,368. (Zhiqing Li will present the item)

Presenter Li is requesting authorization to enter into a grant with Community Living Campaign for the provision of CRSF ReServe; during the period of July 1, 2024 to June 30, 2028, in an amount of \$4,102,153, plus a 10% contingency for a total amount not to exceed \$4,512,368. (Zhiqing Li will present the item)

Commissioner Jung was pleased to see a great use of this program and asked about when a person starts working there, will there be a follow up on their employment?

Presenter Li replied that she needs to get more information from the provider with more accurate information.

Commissioner Knutzen asked about the emergency preparedness role and presenter Li said there is a subprogram that provides part time employment to program participants and provides education and training to the community and awareness.

Vice President Lum asked about the subsidizing the salaries and how long will it last? Presenter Li replied that it provides the first 4 weeks of employment and compensation.

Commissioner Pennington asked about employment satisfaction at 50% and it seems low bar and employment – Li replied that new surveys showed that number is much higher. And they are increasing the pool of interested applicants.

#### PUBLIC COMMENT

Member of the Community Living Campaign addressed some of the questions and replied they are addressing needs

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved.

F. Requesting approval of the sole source waiver and authorization to enter into a sole source grant with Swords to Plowshares for the provision of Housing and Legal Services for Veterans; during the period of July 1, 2024 to June 30, 2026, in an amount of \$156,818, plus a 10% contingency for a total amount not to exceed \$172,500. (Maurice Delmer will present the item)

Presenter Delmer is requesting approval of the sole source waiver and authorization to enter into a sole source grant with Swords to Plowshares for the provision of Housing and

Legal Services for Veterans; during the period of July 1, 2024 to June 30, 2026, in an amount of \$156,818, plus a 10% contingency for a total amount not to exceed \$172,500. (Maurice Delmer will present the item)

Commissioner Knutzen asked if they only serve less than honorable discharge and presenter Delmer said they include other veteran populations.

Commissioner Lum said that it is a blessing that Swords and Plowshares does provide services to people who have less than honorable discharge papers.

Commissioner Pennington asked about the age of the clients and presenter Delmer replied it varies.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved.

- G. Requesting authorization to enter into grants with multiple grantees for the provision of Education, Advocacy and Peer Mentorship; during the period of July 1, 2024 to June 30, 2028, in an amount of \$1,215,361, plus a 10% contingency for a total amount not to exceed \$1,336,897. (Dong Liu will present the item)

Presenter Liu is requesting authorization to enter into grants with multiple grantees for the provision of Education, Advocacy and Peer Mentorship; during the period of July 1, 2024 to June 30, 2028, in an amount of \$1,215,361, plus a 10% contingency for a total amount not to exceed \$1,336,897. (Dong Liu will present the item).

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved.



- H. Requesting authorization to enter into grants with multiple providers for the provision of Aging and Disability Resource Centers (ADRC) during the period of July 1, 2024 to June 30, 2026, in the amount of \$1,831,212 plus a 10% contingency for a total grant amount not to exceed \$2,014,333. (Sara Hofverberg will present the item)

Presenter Zaugg for presenter Hofverberg is requesting authorization to enter into grants with multiple providers for the provision of Aging and Disability Resource Centers (ADRC) during the period of July 1, 2024 to June 30, 2026, in the amount of \$1,831,212 plus a 10% contingency for a total grant amount not to exceed \$2,014,333. (Sara Hofverberg will present the item)

## PUBLIC COMMENT

The Director of the Southwest Community Center spoke on food security and how people interact and are social through communal food services and they are happy to be able to provide to several ethnicities.

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved.

- I. Requesting authorization to enter into grants with multiple vendors for the provision of Legal services for Older Adults & Young Adults with Disabilities; during the period of July 1, 2024 through June 30, 2026, in an amount of \$4,294,792, plus a 10% contingency for a total amount not to exceed \$4,724,271. (Michael Zaugg will present the item)

Presenter Zaugg is requesting authorization to enter into grants with multiple vendors for the provision of Legal services for Older Adults & Young Adults with Disabilities; during the period of July 1, 2024 through June 30, 2026, in an amount of \$4,294,792, plus a 10% contingency for a total amount not to exceed \$4,724,271.

Commissioner Jung commended presenter Zaugg's office for excellent work to coordinate through multiple providers city-wide comprehensive legal services.

President Spears asked about the estate planning and assistance with that, and presenter Zaugg replied that is included in these services.

## PUBLIC COMMENT

A motion to approve

The motion was unanimously approved.

- J. Requesting authorization to enter into grants with multiple providers for the provision of Naturalization Services for Senior and Adults with Disabilities during the period of July 1, 2024 to June 30, 2028, in the amount of \$3,767,107 plus a 10% contingency for a total grant amount not to exceed \$4,143,818. (Zhiqing Li will present the item)

Presenter Li is requesting authorization to enter into grants with multiple providers for the provision of Naturalization Services for Senior and Adults with Disabilities during the period of July 1, 2024 to June 30, 2028, in the amount of \$3,767,107 plus a 10% contingency for a total grant amount not to exceed \$4,143,818.

Commissioner Jung noted that not all 6 grantees provide the same services, i.e., Self Help for the Elderly does not provide legal services. If it is determined that a client being served by Self Help for Elderly needs legal services, will client be referred to grantee who does provide this service?

Presenter Li replied that not all providers have attorneys and that's why the services vary from providers. And yes, they will cross-reference other providers for all the services.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved.

- K. Requesting authorization to enter new grants with multiple vendors for the provision of digital literacy training for older adults and adults with disabilities, technical support to SF Technology Labs, and administrative support to SF Tech Council for the period of July 1, 2024, through June 30, 2027; in the amount of \$6,441,156 plus a 10% contingency for a revised total contract amount not to exceed \$7,085,271. (Sarah Chan will present the item)

Presenter Chan is requesting authorization to enter new grants with multiple vendors for the provision of digital literacy training for older adults and adults with disabilities, technical support to SF Technology Labs, and administrative support to SF Tech Council for the period of July 1, 2024, through June 30, 2027; in the amount of \$6,441,156 plus a 10% contingency for a revised total contract amount not to exceed \$7,085,271.

Commissioner Knutzen was very happy to see the collective effort for all the iPads.

Commissioner Pennington was happy to see the investment into digital literacy for the aging population.

## PUBLIC COMMENT

No public comment

A motion to approve

The motion was unanimously approved.

- L. Requesting authorization to enter into new grant agreements with multiple providers for the provision of Rental Assistance Demonstration (RAD) Supportive Services; during the period from July 1, 2024 through June 30, 2028, in the amount of \$8,292,608 plus a 10% contingency for a total amount not to exceed \$9,121,869. (Rosemarie Tocchini and Esperanza Zapien will present the item)

Presenter Tocchini and Esperanza are requesting authorization to enter into new grant agreements with multiple providers for the provision of Rental Assistance Demonstration (RAD) Supportive Services; during the period from July 1, 2024 through June 30, 2028, in the amount of \$8,292,608 plus a 10% contingency for a total amount not to exceed \$9,121,869.

Commissioner Jung noted that there was no information regarding information Presenter Esperanza presented regarding Home Rise, i.e., audit findings of controller's office regarding organizational mismanagement, fiscal non-compliance, misused of funds, red flag status, corrective action in progress.

Commissioner Lum asked why is the city still working with Home Rise even though they have had many prior compliance problems and presenter Zapien replied that the city is trying to complete an audit to keep HomeRise.

President Spears asked if there's a possibility of taking HomeRise out of funding if they are found not in compliance.

Presenter Zapien confirmed there is language in the contract to terminate services with HomeRise if they are found in non-compliance and move to another provider.

Director Dearman asked if its possible to change the allotted times for the contracts

Commissioner Knutzen wanted to clarify that there is language included that it can be terminated as currently proposed and presenter Zapien concurred.

If they are not in compliance, the city will be faced with the decision to terminate their contract city-wide.

President Spears stated that HomeRise has multiple city contracts and they are red flagged for multiple offenses and can this contract be pulled and changed for a 1 year contract instead of the 4 year contract that is currently being offered.

Presenter Zapien said they would see appropriate action within a year if the commission changes to a 1 year contract.

Director Dearman stated that this commission is well within the scope of its authority on changing the structure of this contract.

The commission authorized the Department to enter into a grant agreement with HomeRise for the provision of onsite supportive services at 1750 McAllister for the period of July 1, 2024 through June 30, 2025 in the amount of \$85,884 plus a 10% contingency for a total not to exceed of \$94,472.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved

The commission authorized the Department to enter into a grant agreement with HomeRise for the provision of onsite supportive services at 666 Ellis for the period of July 1, 2024 through June 30, 2025 in the amount of \$86,865 plus a 10% contingency for a total not to exceed of \$95,552.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved

Motion is to approve item 12L as is with the exception of the HomeRise contracts which were voted on separately

After the 1-year mark, Commissioner Knutzen requested a written report and expectation of the commission on HomeRise. And DAS would like to benefit from the expertise of the Controller's Office.

Commissioner Pennington thanked the presenters for their transparency on the HomeRise situation.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Knutzen.

The motion was unanimously approved.

Announcements – No announcements

#### Adjournment

Meeting adjourned at 12:37pm by President Spears