



SAN FRANCISCO HUMAN SERVICES AGENCY
**Department of Disability
and Aging Services**

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org

MEETING NOTICE/AGENDA

Wednesday May 3, 2023 Regular Meeting 9:30 AM

Watch Live on SFGovTV Channel 78 and www.sfgovtv.org

For Public Comment instructions, please see below.

This meeting will be held in person at City Hall, 1 Dr. Carlton Goodlett Place, Room 416. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or online at SFGovTV Channel 78 and www.sfgovtv.org. Instructions for providing remote public comment are below.

Members of the public are encouraged to participate remotely including by providing public comment in real time. Alternatively, if you want to ensure your comment on any item on the agenda is received by the Commission in advance of the meeting, please send an email to the Commission Secretary, Ravi Durbeej, at Ravi.Durbeej@sfgov.org by 5pm on Monday, May 1, 2023. Items submitted in writing in advance will be read aloud or otherwise shared with the Commission. Please see the information on the next page for remote meeting access.



London Breed
Mayor

Kelly Dearman
Executive Director



DAS COMMISSIONERS

Martha Knutzen, Commission President

Janet Y. Spears, Commission Vice President

Sascha Bittner, Commissioner

Linda Parker Pennington, Commissioner

Wanda Jung, Commissioner

Nelson Lum, Commissioner

Barbara Sklar, Commissioner

DAS Executive Director

Kelly Dearman

DAS Commission Secretary

Ravi Durbeej

WATCHING THE MEETING

WATCH LIVE ON SFGOVTV: www.sfgovtv.org / Channel 78

PUBLIC COMMENT

Members of the public are invited to comment on items before the Commission. With respect to listed agenda items, your opportunity to address the commission will be afforded when the item is reached in the meeting. There is also an agenda item for public comment about items not on the agenda.

In relation to public comment, each member of the public may address the commission for up to **three minutes**.



REMOTE PARTICIPATION

To dial-in to the DAS Commission meeting to listen to the meeting and/or to make public comment remotely, please call **(415) 655-0001**, **Access Code: 2487 404 1743#** and then **#** again and use **Password: 5646**

When providing public comment using the remote option, please:

Ensure you are in a quiet location – Speak Clearly – Turn off any TVs or radios around you. Once in the conference, please press *3 to enter the question queue.

You will hear a notification when your line is unmuted.

Pressing *3 again will remove you from the question queue.

The caller will have the standard **three minutes** to provide comment.

ACCESSIBLE MEETING POLICY

The San Francisco Department of Disability and Aging Services Commission meeting will be held in person and virtually to accommodate for remote public comments.

To obtain a disability-related accommodation, including auxiliary aids or services, or to obtain meeting materials in alternative format, please contact Ravi Durbeej at Ravi.Durbeej@sfgov.org. Providing at least 72 hours' notice will help to ensure availability. Written reports or background materials for calendar items are available online at www.sfhsa.org/das. Public comment will be taken on each item before or during consideration of the item.

RAMAYTUSH OHLONE ACKNOWLEDGEMENT

“The San Francisco HSA/DAS Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all



peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.”

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/>

LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [S.F. Campaign and Governmental Conduct Code section 2.100 et seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 415.581.2300; fax: 415.581.2317; 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102-6027 or the web site: sfgov.org/ethics



ORDER OF BUSINESS

1. CALL TO ORDER/President Martha Knutzen
2. ROLL CALL/Ravi Durbeej
3. COMMUNICATIONS/Ravi Durbeej
4. APPROVAL OF THE April 5, 2023 MEETING MINUTES **ACTION**
5. DIRECTOR'S REPORT/Presented DAS Deputy Executive Director Kelly Dearman
6. DAS MARCH 2023 EMPLOYEE OF THE MONTH. Executive Director Kelly Dearman and the DAS Commission will honor Ann McWalters who is a Protective Services Worker in the Hub Integrated Intake Unit.
7. ADVISORY COUNCIL REPORT/ President Diane Lawrence
8. JOINT LEGISLATIVE REPORT REPORT/ President Diane Lawrence
9. CASE REPORT/ Dan Gallagher
10. 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.



11. OLD BUSINESS:

**12. APPROVAL OF THE CONSENT AGENDA
 FOR ITEM 12A**

ACTION

THIS ITEM CONSTITUTES THE CONSENT AGENDA AND IS CONSIDERED TO BE ROUTINE BY DISABILITY AND AGING SERVICES COMMISSION AND WILL BE ACTED UPON BY A SINGLE VOTE OF THE COMMISSION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A MEMBER OF THE COMMISSION OR THE PUBLIC SO REQUESTS, IN WHICH EVENT THE MATTER WILL BE REMOVED FROM THE CONSENT CALENDAR AND CONSIDERED A SEPARATE ITEM.

A. Consent Agenda

Grantee	Original Amount	Additional Amount	Contingency	Not-to Exceed	Funding Source	Term	Effective Date
Bayview Senior Services	\$ 406,636	\$ 8,000	\$ 21,000	\$ 435,636	General	7/1/2021-6/30/2025	5/1/2023

*The additional Amount is to add 624 additional Home Delivered Groceries for FY22/23.

13. NEW BUSINESS:

ITEM A IS AN INFORMATION ONLY ITEM AND DOES NOT REQUIRE A VOTE BY THE COMMISSION

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

ITEMS B though J ARE ACTION ITEMS AND REQUIRES A VOTE BY THE COMMISSION

- 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)
- 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)

Contractors	Annual Budget for FY23/28	Total Budget for FY23/28	Contingency	Total Not to Exceed
Aim to Please Janitorial Services	\$250,000	\$1,250,000	\$125,000	\$1,375,000
M&M Hauling & Heavy Cleaning Assistant Company	\$450,000	\$2,250,000	\$225,000	\$2,475,000
Totals	\$700,000	\$3,500,000	\$350,000	\$3,850,000

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)

Contractor	Annual budget	Total budget for FY 22/23 to FY 26/27	Contingency	Not-to-exceed
Curry Senior Center	\$111,245	\$444,980	\$44,498	\$489,478
Openhouse	\$213,009	\$852,036	\$85,204	\$937,240
Total		\$1,297,016	\$129,702	\$1,426,718

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)

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)



- 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)
- 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)
- 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)
- 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)
- 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)
- 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)



	Modification	Revised	Not-to-Exceed
Russian American Community Services- Congregate Nutrition Services for Adults with Disabilities(AWD)	\$14,450	\$98,379	\$108,217
Self-Help for the Elderly-Home-Delivered Meal Nutrition Services for AWD	\$145,431	\$1,406,868	\$1,547,555
Self-Help for the Elderly – Congregate Nutrition Services at Geneva Community Center	\$38,149	\$641,684	\$705,852
Self-Help for the Elderly – Choosing Healthy Appetizing Meal Plan Solutions for Seniors (CHAMPSS)	\$761,149	\$2,880,239	\$3,168,263
Self-Help for the Elderly – Congregate Nutrition Services for AWD	\$13,570	\$125,871	\$138,458
Total	\$972,749	\$5,153,041	\$5,668,345

14. ANNOUNCEMENTS

15. ADJOURN