

DEPARTMENT OF AGING AND ADULT SERVICES COMMISSION (DAAS)
MINUTES DECEMBER 5, 2018

CALL TO ORDER AND ROLL CALL

President Gustavo Serina
called the meeting to order at 9:30 AM.

The (DAAS) Commission Secretary called the roll.

Present: Gustavo Serina, Katie Loo, Martha Knutzen, Michael Pappas

Absent: Tedi Vriheas

DAAS Deputy Director Cindy Kauffman was present.

Absent: Tedi Vriheas

A motion to remove agenda item HH from the December 5, 2018 Commission meeting agenda

The motion was unanimously approved

Absent: Tedi Vriheas

A motion to approve the December 5, 2018 Commission meeting agenda

The motion was unanimously approved

Absent: Tedi Vriheas

A motion to approve the November 14, 2018 Commission meeting minutes

The motion was unanimously approved

Absent: Tedi Vriheas

Executive Director's Report/Deputy Director Cindy Kauffman

Deputy Director Cindy Kauffman reported the Executive Director Shireen McSpadden is in Washington DC attending the National Association of Area Agencies on Aging (N4A) board meeting. The N4A will be working on their policies at a national level this week. Ms. McSpadden will also have the opportunity to meet with our representatives on Capitol Hill. California will begin its' two-year legislative process. DAAS and the Human Services Agency (HSA) as a whole are currently looking at their policy priorities. State associations as well as the California Senior Legislature (CSL) are also developing their proposals at this time of year. Some important dates to remember as far as proposals are: January 10, 2019 the release of the

governor's budget, January 25, 2019 the last date to submit bill requests to the Office of the Legislative Council and February 22, 2019 is the last date to introduce a bill(s). The DAAS Joint Legislative Council will begin their monthly meetings in February 2019 and at the same time begin to review relevant proposals that relate to DAAS. Another key date to remember is December 10, 2018 which is when Mayor London Breed will release her budget instructions. Ms. Kauffman mentioned that DAAS is currently being audited by the California Department on Aging (CDA). The CDA is currently auditing our AAA programs for which they provide funding. This is a very thorough, significant and major audit which occurs every four years. Ms. Kauffman thanked and gave credit to staff for all their hard work and preparation for this audit. Finally, Ms. Kauffman also mentioned that the Dignity Fund Oversight Advisory Committee (OAC) as a follow up-to the needs assessment, will be presented with a deeper dive from the planning office into the equity analysis of communities of color and the LGBTQ population.

EMPLOYEE RECOGNITION:

No Employee Recognition

ADVISORY COUNCIL REPORT/ President Leon Schmidt

Advisory Council Vice President Leon Schmidt announced that the Advisory Council met on November 28, 2018 at this meeting, elections for the Council's executive officers were held. The results are as followed: Ms. Diane Lawrence is the new Advisory Council President, Ms. Elinore Lurie remains the first Vice President, Ms. Margaret Graf is now the second Vice President and Ms. Allegra Fortunati remains the Advisory Council Secretary. DAAS Deputy Director Jill Nielsen gave the Advisory Council a thorough presentation on the Conservatorship bill SB 1045. The next Advisory Council meeting will be held on Wednesday, January 16, 2019.

ADVIOSRY COUNCIL'S JOINT LEGISLATIVE COMMITTEE REPORT/Diane Lawrence

No report

TACC REPORT/Diane Lawrence:

No report.

LONG TERM CARE COORDINATING COUNCIL (LTCCC) REPORT

No report

CASE Report/Greg Moore:

Mr. Moore reported on the September 2018 CASE Membership meeting. The Dignity Fund OAC Co-Chair Sandy Mori and DAAS staff Melissa McGee updated CASE on the Dignity Fund allocations and answered questions from agency representatives. There was some discussion around the Celebration of Aging event that CASE would like to kick off next year. DAAS Executive Director Shireen McSpadden and Annie Chung from the Dignity Fund Service Provider Work Group will both provide presentations at the next CASE Membership meeting (October 2018). CASE is very much looking forward to both presentations to assist with finalizing their budget advocacy platform items in November. Finally, Mr. Moore

wanted to remind the Commission that CASE now holds their meetings at Catholic Charities on 990 Eddy Street. As always the DAAS Commissioners are welcome to attend.

GENERAL PUBLIC COMMENT:

No general public comment.

OLD BUSINESS

No Old Business

NEW BUSINESS

DAAS Staff Alex Gleason gave a detailed presentation review on the FY 18-19 Area Plan budget amendment funding breakdown. No Action

- A. Requesting authorization to enter into a new contract agreement with Excellesoft Partners, LLC., to provide on-going access to Registration Enrollment Video Appointment (REVA); during the period April 1, 2019 to June 30, 2022; in the amount of \$38,875, plus a 10% contingency for a total amount not to exceed \$42,763. Krista Blyth-Gaeta presented the item.

PUBLIC COMMENT

No public comment.

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- B. Requesting authorization to modify the existing grant agreement with Bayview Hunters Point Multipurpose Senior Services for the provision of Community Services Program Pilot during the period of January 1, 2019 through June 30, 2020; in the amount of \$200,000 plus a 10% contingency for a total amount not to exceed of \$798,682. Tiffany Kearney presented the item.

PUBLIC COMMENT

No public comment.

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- C. Requesting authorization to renew the grant agreement with Bridge Housing Corporation for the provision of supportive services to older adults and adults with disabilities residing in San

Francisco RAD converted housing development units at 3850 18th Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$486,730 plus a 10% contingency for a total grant amount not to exceed \$535,403. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- D.** Requesting authorization to renew the grant agreement with Bridge Housing Corporation for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 462 Duboce Ave, during the period of July 1, 2019 through June 30, 2024; in the amount of \$250,505 plus a 10% contingency for a total grant amount not to exceed \$275,556. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- E.** Requesting authorization to renew the grant agreement with Bridge Housing Corporation for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at Mission/Dolores 1855 15th Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$338,410 plus a 10% contingency for a total grant amount not to exceed \$372,251. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- F.** Requesting authorization to renew the grant agreement with Bridge Housing Corporation for the provision of supportive services to older adults and adults with disabilities residing in San

Francisco RAD converted housing development units at 25 Sanchez Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$335,785 plus a 10% contingency for a total grant amount not to exceed \$369,364. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- G.** Requesting authorization to renew the grant agreement with Bridge Housing Corporation for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 255 Woodside Ave, during the period of July 1, 2019 through June 30, 2024; in the amount of \$490,675 plus a 10% contingency for a total grant amount not to exceed \$539,743. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- H.** Requesting authorization to renew the grant agreement with Chinatown Community Development Center for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 227 Bay Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$262,325 plus a 10% contingency for a total grant amount not to exceed \$288,558. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- I.** Requesting authorization to renew the grant agreement with Chinatown Community Development Center for the provision of supportive services to older adults and adults with

disabilities residing in San Francisco RAD converted housing development units at 990 Pacific Ave, during the period of July 1, 2019 through June 30, 2024; in the amount of \$721,645 plus a 10% contingency for a total grant amount not to exceed \$793,810. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

J. Requesting authorization to renew the grant agreement with Community Housing Partnership for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 1750 McAllister Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$344,980 plus a 10% contingency for a total grant amount not to exceed \$379,478. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

K. Requesting authorization to renew the grant agreement with Community Housing Partnership for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 666 Ellis Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$348,920 plus a 10% contingency for a total grant amount not to exceed \$383,812. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- L. Requesting authorization to renew the grant agreement with Glide Community Housing Inc. for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 350 Ellis Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$343,665 plus a 10% contingency for a total grant amount not to exceed \$378,032. Fanny Lapitan presented the item.

PUBLIC COMMENT:

Valorie Viella, 30th Street OnLok asked if the funding is coming from a different pot of money than Title IIIB and was also wondering if the Housing Corporation providers have considered or reached-out to DAAS community services programs.

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- M. Requesting authorization to renew the grant agreement with Mercy Housing California for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 1760 Bush Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$488,045 plus a 10% contingency for a total grant amount not to exceed \$536,850. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- N. Requesting authorization to renew the grant agreement with Mercy Housing California for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 1880 Pine Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$494,615 plus a 10% contingency for a total grant amount not to exceed \$544,077. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- O. Requesting authorization to renew the grant agreement with Mercy Housing California for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 2698 California Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$247,880 plus a 10% contingency for a total grant amount not to exceed \$272,668. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- P. Requesting authorization to renew the grant agreement with Mercy Housing California for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 345 Arguello Blvd., during the period of July 1, 2019 through June 30, 2024; in the amount of \$179,590 plus a 10% contingency for a total grant amount not to exceed \$197,549. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- Q. Requesting authorization to renew the grant agreement with Mercy Housing California for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 491 31st Ave, during the period of July 1, 2019 through June 30, 2024; in the amount of \$187,470 plus a 10% contingency for a total grant amount not to exceed \$206,217. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- R. Requesting authorization to renew the grant agreement with Mercy Housing California for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at JFK Towers 2451 Sacramento Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$346,290 plus a 10% contingency for a total grant amount not to exceed \$380,919. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- S. Requesting authorization to renew the grant agreement with Tenderloin Neighborhood Development Corp. for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 320-330 Clementina Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$1,440,745 plus a 10% contingency for a total grant amount not to exceed \$1,584,820. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- T. Requesting authorization to renew the grant agreement with Tenderloin Neighborhood Development Corp. for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 430 Turk Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$334,470 plus a 10% contingency for a total grant amount not to exceed \$367,917. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- U. Requesting authorization to renew the grant agreement with Tenderloin Neighborhood Development Corp. for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at 939-951 Eddy Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$167,770 plus a 10% contingency for a total grant amount not to exceed \$184,547. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- V. Requesting authorization to renew the grant agreement with Tenderloin Neighborhood Development Corp. for the provision of supportive services to older adults and adults with disabilities residing in San Francisco RAD converted housing development units at Rosa Parks 1251 Turk Street, during the period of July 1, 2019 through June 30, 2024; in the amount of \$695,215 plus a 10% contingency for a total grant amount not to exceed \$764,737. Fanny Lapitan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- W. 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, 2018 through June 30, 2020; in the additional amount of \$119,886 plus a 10% contingency for a revised total grant amount not to exceed \$1,637,914. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- X. Requesting authorization to modify the grant agreement with Episcopal Community Services for the provision of Elderly Nutrition Program Congregate Meals during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$58,302 plus a 10% contingency for a revised total grant amount not to exceed \$749,594. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- Y. 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, 2018 through June 30, 2020; in the additional amount of \$16,452 plus a 10% contingency for a revised total grant amount not to exceed \$831,156. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- Z. 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, 2018 through June 30, 2020; in the additional amount of \$41,880 plus a 10% contingency for a revised total grant amount not to exceed \$676,101. Linda Lau presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- AA.** 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, 2018 through June 30, 2020; in the additional amount of \$83,272 plus a 10% contingency for a revised total grant amount not to exceed \$354,053. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- BB.** 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, 2018 through June 30, 2020; in the additional amount of \$6,320 plus a 10% contingency for a revised total grant amount not to exceed \$27,355. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- CC.** 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, 2018 through June 30, 2020; in the additional amount of \$22,272 plus a 10% contingency for a revised total grant amount not to exceed \$793,046. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- DD.** Requesting authorization to modify the grant agreement with Kimochi Inc. for the provision of Elderly Nutrition Program (ENP) Home Delivered Meals (HDM) and Nutrition Compliance during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$115,676 plus a 10% contingency for a revised total grant amount not to exceed \$1,086,862. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- EE.** Requesting authorization to modify the grant agreement with Meals on Wheels of San Francisco for the provision of Elderly Nutrition Program (ENP) Home Delivered Meals (HDM) and Nutrition Compliance during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$891,210 plus a 10% contingency for a revised total grant amount not to exceed \$21,674,524. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- FF.** Requesting authorization to modify the grant agreement with On Lok Day Services for the provision of Elderly Nutrition Program (ENP) Home Delivered Meals (HDM) and Nutrition Compliance during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$341,662 plus a 10% contingency for a revised total grant amount not to exceed \$2,730,037. Linda Lau presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- GG.** Requesting authorization to modify 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, 2018 through June 30, 2020; in the additional amount of \$114,280 plus a 10% contingency for a revised total grant amount not to exceed \$1,870,279. Linda Lau presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- HH.** *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, 2018 through June 30, 2020; in the additional amount of \$900 plus a 10% contingency for a revised total grant amount not to exceed \$815,532. (Lauren Muckley will present the item).* **REMOVED FROM AGENDA**

- II.** Requesting authorization to modify the grant agreement with **Institute on Aging** for the provision of Adults with Disabilities Home-Delivered Meals during the period of July 1, 2018 through June 30, 2020; in the additional amount of **\$74,636** plus a 10% contingency for a revised total grant amount not to exceed **\$1,100,007**. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- JJ.** Requesting authorization to modify the grant agreement with Meals on Wheels of San Francisco for the provision of Adults with Disabilities Home-Delivered Meals during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$384,808 plus a 10% contingency for a revised total grant amount not to exceed \$4,073,368. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- KK.** Requesting authorization to modify the grant agreement with Project Open Hand for the provision of Adults with Disabilities Home-Delivered Meals during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$215,192 plus a 10% contingency for a revised total grant amount not to exceed \$564,302. Lauren Muckley presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- LL.** Requesting authorization to modify the grant agreement with Community Living Campaign for the provision of Home Delivered Groceries services during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$32,388 plus a 10% contingency for a revised total grant amount not to exceed \$684,462. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- MM.** Requesting authorization to modify the grant agreement with Golden Gate Senior Services for the provision of Home Delivered Groceries services during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$30,980 plus a 10% contingency for a revised total grant amount not to exceed \$548,471. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- NN.** Requesting authorization to modify the grant agreement with San Francisco-Marín Food Bank for the provision of Home Delivered Groceries Oversight Program during the period of July 1, 2018 through June 30, 2020; in the additional amount of \$494,076 plus a 10% contingency for a revised total grant amount not to exceed \$2,057,286. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- OO.** Requesting authorization to modify the grant agreement with San Francisco-Marín Food Bank for the provision of a Food Assistance Program during the period of July 1, 2018 through June 30, 2022; in the additional amount of **\$1,644,428** plus a 10% contingency for a revised total grant amount not to exceed **\$11,528,114**. Sarah Chan presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

- PP** Requesting authorization to modify the existing grant agreement with Institute on Aging for the provision of expanding Clinical Collaborative Services; during the period of July 1, 2018 through June 30, 2021; for an additional amount of \$225,000 plus a 10% contingency for a new total amount not to exceed of \$976,014. Monte Cimino presented the item.

PUBLIC COMMENT:

No public comment

A motion to approve:

The motion was unanimously approved

Absent: Tedi Vriheas

GENERAL PUBLIC COMMENT

ANNOUNCEMENTS:

No announcements.

MOTION TO ADJOURN,

The motion was unanimously approved

Meeting adjourned 11:30 AM.

Respectfully submitted,

Bridget Badasow
Commission Secretary