

SAN FRANCISCO HUMAN SERVICES COMMISSION

REGULAR MEETING OF THURSDAY, AUGUST 22, 2019 AT 9:30 a.m.
Ronald H. Born Auditorium – 170 Otis Street

DISABILITY ACCESS

The Commission's meeting room, Ronald H. Born Auditorium, on the first floor at 170 Otis Street, has accessible seating for persons with disabilities (including those using wheelchairs). The closest accessible BART Station is at 16th and Mission Streets. Accessible MUNI Lines are the 14-Mission, 49-Mission/Van Ness, and 9-San Bruno. All the MUNI Metro Lines are accessible. Accessible curb-side parking has been designated at points on the 100 block of Otis Street. To obtain a disability-related modification or accommodation, including auxiliary aids, services or sign language interpreters to participate in the meeting, please contact the Commission Secretary at (415) 557-6540 at least two business days before the meeting to help insure availability. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals

TRANSLATION SERVICES

Interpreters for languages other than English are available on request. Please contact the Commission office at (415) 557-6540 at least two business days before a meeting.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at (415) 554-7724; Fax (415) 554-7854; e-mail: soft@sfgov.org; City Hall Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689. Copies of the Sunshine Ordinance may be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Section 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, SF 94102; (415) 252-3100; FAX (415) 252-3112; and web site <http://www.sfethics.org>.

SUBMITTING WRITTEN PUBLIC COMMENT TO THE COMMISSION

Persons who are unable to attend the public meeting may submit to the Commission, by the time the proceedings begin, written comments regarding the subject of the meeting. These comments will be made a part of the official public record, and brought to the attention of the Human Services Commission and the Department of Human Services. Written comments should be submitted to the Commission Secretary, Post Office Box 7988, San Francisco, CA 94120.

ORAL PUBLIC COMMENT TO THE COMMISSION

Public comment will be taken on each item being considered by the Commission prior to the Commission's vote. To facilitate the conducting of the meeting, those wishing to speak are requested to complete a speaker card and present them to the Commission Secretary; providing the speaker's name is optional.

EXPLANATORY DOCUMENTS RELATED TO AGENDA ITEMS

Copies of explanatory documents are available through the Commission Secretary, (415) 557-6540, during normal business hours. They can be faxed or mailed to you upon request. They are now also available on the department's web site <https://www.sfsa.org/about/commissions-committees/human-services-commission>

SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

IN COMPLIANCE WITH SENATE BILL 343'S AGENDA NOTICE REQUIREMENT

If any materials related to an item on this agenda have been distributed to the Human Services Commission after distribution of the agenda packet, those materials are available for public inspection in the Office of the Commission Secretary located at 170 Otis Street, 8th Floor.

AGENDA

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| I. | Roll Call | | President Kahn |
| II. | Adoption of Agenda | | |
| III. | Adoption of the June 27, 2019 Regular Meeting Minutes | | |
| IV. | The Executive Director's Report: | A. State and City legislation and budget reports | Trent Rhorer |
| | | B. Family & Children's Services | |
| | | C. Economic Support and Self-Sufficiency Services | |
| | | D. Administration and other issues | |
| V. | Presentation of the August 2019 Employee of the Month | | President Kahn |
| | QUESTA CHIEM, Eligibility Supervisor/Special Projects, CAAP | | |

- VI. Consent Calendar – Submitted for a single vote without discussion unless a Commissioner so requests in which event the matter to be discussed shall be removed from the consent calendar and considered as a separate item: President Kahn
- A. Requesting ratification of actions taken by the Executive Director since the June 27, 2019 Regular Meeting in accordance with Commission authorization of August 22, 2019:
1. Submission of requests to encumber funds in the total amount of \$45,698,148 for purchase of services or supplies and contingency amounts.
 2. Submission of 2 temporary position(s) for possible use in order to fill positions on a temporary basis made during the period of 6/12/19 to 7/11/19.
 3. Submission of 2 temporary position(s) for possible use in order to fill positions on a temporary basis made during the period of 7/12/19 to 8/12/19.
 4. Submission of report of 30 temporary appointment(s) made during the period of 6/12/19 to 7/11/19.
 5. Submission of report of 40 temporary appointment(s) made during the period of 7/12/19 to 8/12/19.
- VII. COMMISSION BUSINESS – ACTION ITEMS
- A. Annual Hearing re the HOMELESSNESS AND SUPPORTIVE HOUSING FUND to review estimates of revenues allocated for Fiscal Year 2019-2020 pursuant to Administrative Code Section 10.100-77(e). Kaitlyn Rourke
- B. Requesting consideration and possible action re the FISCAL YEAR 2019-2020 HUMAN SERVICES COMMISSION ANNUAL STATEMENT OF PURPOSE. Susie Smith
- C. Requesting authorization to enter into a new purchase agreement with MOHCD to acquire deed and title to a low-income transitional housing facility at 538 Holloway, which is already managed by HSA; for a total amount not to exceed \$50,000. Robert Walsh
- D. Requesting authorization to enter into a new contract agreement with AT&T to provide BOX access licenses and cloud content management; for the period of September 1, 2019 through June 30, 2022; for an amount of \$458,476, plus a 10% contingency, for a total amount not to exceed of \$504,322. Natalie Toledo
- E. Requesting authorization to enter into a new contract agreement with ZORAH BRAITHWAITE to provide part-time fair hearing officer services; for the period of July 1, 2019 through June 30, 2022; for an amount of \$178,500, plus a 10% contingency, for a total amount not to exceed of \$196,350. Jennifer Williams
- F. Requesting authorization to enter into a new contract agreement with ICF, INCORPORATED to provide a child welfare case review; for the period of August 12, 2019 to June 30, 2020; in the amount of \$99,845. Casey Schutte
- G. Requesting authorization to enter into a new grant agreement with FAMILY BUILDERS BY ADOPTION for Performance Based Contracting; for the period of September 1, 2019 to June 30, 2020; in the amount of \$74,256. Liz Crudo
- H. Requesting authorization to enter into a new grant agreement with CATHOLIC CHARITIES/ST VINCENT SCHOOL FOR BOYS for Performance Based Contracting; for the period of September 1, 2019 to June 30, 2020; in the amount of \$113,689. Liz Crudo
- I. Requesting authorization to enter into a new grant agreement with MISSION ECONOMIC DEVELOPMENT AGENCY for a pilot program for Virtual Tax preparation; for the period of September 1, 2019 to June 30, 2020; in the amount of \$96,584, plus a 10% contingency, for a total amount not to exceed \$106,242. Andy Beetley-Hagler
- J. Requesting authorization to enter into a new grant agreement with ARRIBA JUNTOS for a pilot program for Virtual Tax preparation; for the period of September 1, 2019 to June 30, 2020; in the amount of \$96,584, plus a 10% contingency, for a total amount not to exceed \$106,242. Andy Beetley-Hagler
- VIII. PUBLIC COMMENT -- Comments from the public will be received at this time re matters under the jurisdiction of the Human Services Commission President Kahn
- IX. CLOSED SESSION – Pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b): Public Employee Performance Evaluation – Human Services Agency Executive Director Trent Rhorer
- X. RECONVENE IN OPEN SESSION
- XI. VOTE – To elect whether to disclose any or all discussion held in Closed Session (San Francisco Administrative Code Section 67.12.)

- XII. GENERAL PUBLIC COMMENT – On any matter within the subject matter jurisdiction of the Human Services Commission
- XIII. ADJOURNMENT

Posted: 8.16.19