

SAN FRANCISCO HUMAN SERVICES COMMISSION

REGULAR MEETING OF THURSDAY, AUGUST 24, 2017 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/VanNess, 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 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 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 Chris Rustom with the Sunshine Ordinance Task Force at 554-7724, Fax 554-7854, e-mail: Chris.Rustom@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.

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 at the department's web site <http://www.ci.sf.ca.us/>

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 Minutes of the: June 21, 2017 Special Meeting | |
| IV. | The Executive Director's Report: A. State and City legislation and budget reports
B. Family and Children's Services
C. Economic Support and Self-Sufficiency Services
D. Administration and other issues | Trent Rhorer |
| V. | Presentation of the August 2017 Employee of the Month Award
AISHA LUSK | President Kahn |
| 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 21, 2017 special meeting in accordance with Commission authorization of June 21, 2017:
 - 1. Submission of requests to encumber funds in the amount of \$0 for purchase of services or supplies and contingency amounts;
 - 2. Submission of one temporary position for possible use in order to fill positions on a temporary basis;
 - 3. Submission of report of 27 temporary appointments made during the period of 6.13.17 thru 7.14.17
 - 4. Submission of one temporary positions for possible use in order to fill positions on a temporary basis;
 - 5. Submission of report of 93 temporary appointments made during the period of 7.15.17 thru 8.15.17.

VII. COMMISSION BUSINESS --- ACTION ITEMS

- A. Annual Hearing re the Homelessness and Supportive Housing Fund to review estimates of revenues allocated for Fiscal Year 2017-2018 pursuant to Administrative Code Section 10.100-77(e). Emily Gibbs
- B. Requesting consideration and possible action re the Fiscal Year 2017-2018 Human Services Commission Annual Statement of Purpose Susie Smith
- C. Requesting authorization to enter into a new grant with SENECA FAMILY OF AGENCIES for provision of Visitation and Transportation Services; during the period of July 1, 2017 through June 30, 2020; in the amount of \$1,040,010 plus a 10% contingency for a total grant amount not to exceed \$1,144,011. Arata Goto
- D. Requesting authorization to enter into a new grant with SENECA FAMILY OF AGENCIES for provision of East Bay Visitation Program; during the period of July 1, 2017 through June 30, 2020; in the amount of \$1,769,040 plus a 10% contingency for a total grant amount not to exceed \$1,945,944. Liz Crudo
- E. Requesting authorization to enter into a new grant with FIRST PLACE FOR YOUTH for provision of Independent Living Skills Program; during the period of July 1, 2017 through June 30, 2020; in the amount of \$3,976,779 plus a 10% contingency for a total grant amount not to exceed \$4,374,457. Robin Love
- F. Requesting authorization to enter into and sign Agreement 16-5043 with CALIFORNIA DEPARTMENT OF SOCIAL SERVICES on behalf of the City and County of San Francisco to establish responsibility of the CDSS and the County in the provision and receipt of legal consultation and legal representation in administrative action appeals associated with Resource Family Approval (RFA) program. Sophia Isom
- G. Requesting authorization to enter into a new contract with BIT CALIFORNIA LLC dba DOCUMENT FULFILLMENT SERVICES (dfs) for the provision of CalWIN printing and mailing services; during the period of September 1, 2017 through June 30, 2022; in the amount of \$4,980,000 plus a 10% contingency for a total contract amount not to exceed \$5,478,000. Dan Kalamaras
- H. Requesting authorization to enter into a new contract with ARRIBA JUNTOS for the provision of Youth Employment Services; during the period of September 1, 2017 through June 30, 2020; in the amount of \$1,412,170 plus a 10% contingency for a total grant amount not to exceed \$1,553,387. Christina Iwasaki
- I. Requesting authorization to enter into a new contract with LARKIN STREET YOUTH SERVICES for the provision of Youth Employment Services; during the period of September 1, 2017 through June 30, 2020; in the amount of \$1,338,810 plus a 10% contingency for a total grant amount not to exceed \$1,472,690. Christina Iwasaki
- J. Requesting authorization to modify the existing contract with GIV NASSIRI for the provision of CalFresh Accuracy Consulting; for the period of July 1, 2017 through March 31, 2018; in an additional amount of \$112,500 plus a 10% contingency for a new total grant amount not to exceed \$371,250. Taninha Ferreira
- K. Requesting authorization to enter into a new contract with JOHN SNOW, INC. for provision of CalFresh marketing services; during the period of September 1, 2017 through August 31, 2018; in the amount of \$50,000 plus a 10% contingency for a total contract amount not to exceed \$55,000. Olga Stavinskaya-Velasquez
- L. Requesting authorization to enter into a new contract with TRIPSPARK TECHNOLOGIES for provision of Demand Response Transportation Management and Scheduling software and services for Family and Children's Services (FCS) Human Services Technicians; during the period of September 1, 2017 through August 31, 2019; in the amount of \$117,564 plus a 10% contingency for a total contract amount not to exceed \$129,320. Arata Goto

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. ADJOURNMENT