

DEPARTMENT OF DISABILITY AND AGING SERVICES  
(DAS) COMMISSION  
MINUTES November 2, 2022

CALL TO ORDER AND WELCOME/President Martha Knutzen

Commissioner Martha Knutzen 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 Sascha Bittner, Wanda Jung, President Martha Knutzen, Vice President Janet Y. Spears, and Barbara Sklar

Excused Absent: Commissioner Nelson Lum

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 October 5, 2022 DAS Commission Meeting Minutes.

The motion was unanimously approved.

Absent: Commissioner Nelson Lum

RESOLUTION TO HOLD IN-PERSON MEETING WITH SOME MEMBERS POSSIBLY APPEARING REMOTELY.

President Knutzen read the resolution to hold in person meetings with some commission members possibly appearing remotely.

No public comment.

A motion to approve the resolution to hold in-person meeting with some members possibly appearing remotely.

The motion was unanimously approved.

Absent: Commissioner Barbara Sklar, Vice President Janet Y. Spears

AUTHORIZATION TO ALLOW THIRD-PARTY PRESENTERS WHO ARE NOT CITY EMPLOYEES TO ATTEND COMMISSION MEETINGS VIRTUALLY, PENDING ANY CALIFORNIA GOVERNMENT CODE CHANGE OR MAYORAL SUPPLEMENT TO THE EMERGENCY PROCLAMATION.

President Knutzen read the resolution to authorize third-party presenters who are not city employees to attend and present commission meetings virtually pending any government changes or supplements to the Mayoral Emergency Proclamation

No public comment.

A motion to approve the authorization to allow third-party presenters who are not city employees to attend commission meetings virtually, pending any California government code change or mayoral supplement to the emergency proclamation.

The motion was unanimously approved.

Absent: Commissioner Nelson Lum

EXECUTIVE DIRECTOR REPORT/Kelly Dearman

November is National Family Caregivers month. Offers opportunity to educate and promote the services of caregivers and DAS gives support to long term care patients. Last month the California Dept. of Social Services allocated \$3.4 million to Adult Protective Services to continue providing Home Safe Services until June 2025. APS has served 157 vulnerable adults and anticipates serving an addition 75 vulnerable adults.with this funding.

The RFP for the Disability Community Cultural Center was released October 12<sup>th</sup>.

CQI and the student nurses have been vaccinating for influenza and we want to acknowledge and thank them. Veterans Day is Nov 11<sup>th</sup> and we will have CVSO events.

President Knutzen thanked Executive Director Dearman

## EMPLOYEE OF THE MONTH

- Executive Director Kelly Dearman and the DAS Commission honored David Leung
- President Knutzen thanked and congratulated David Leung
- David thanked the commission for the recognition and thanked the office of IHSS

## ADVISORY COUNCIL REPORT/Diane Lawrence

President Lawrence greeted the Commission and spoke on the last Advisory Council meeting. Director Shireen McSpadden was the guest speaker from the Homeless Housing Agency. Given a report on the rehousing of homeless people after the pandemic emergency. HSH is 2<sup>nd</sup> phase of their strategic plan and redesigning the reentry program for the homeless population. Looking to work with other city departments, DPH, Housing Authority, HSA, and DAS on homeless issues.

Statewide LGBTQ study through Open House and hoping for budget money from the Master Plan through SOGI data. Dignity Fund updated the Council. Nominating was formed and approved and will have elections in January.

NO PUBLIC COMMENT.

## JOINT LEGISLATIVE REPORT/Diane Lawrence

The Joint Legislature met for the last time this year; the State Legislature is closed. Focused on bills that were recently signed in law and those that were vetoed. Looking forward to continuing advocacy for next year and thanked Commissioner Bittner and Commissioner Lum for their help.

Commissioner Jung agreed she was sorry to see bill AB2027 vetoed as well and thanked President Lawrence for all the hard work.

No public comment.

## CASE REPORT/Daniel Gallagher

CASE Report to the Commission on Disability and Aging Services, in October CASE met with the Oversight and Advisory Board and spoke on findings and recommendations of the Dignity Fund Community Needs Assessment. Paul Lamb will speak in November on Victim's Services from the District Attorney's Office in San Francisco. In December CASE is looking forward to returning to our annual holiday party.

Spoke on the Service Allocation Plan from the findings of the Community Needs Assessment with priorities and meaningful engagements with older adults concerning disabilities, racial equity, and LGBTQ inclusion.

President Knutzen thanked Daniel Gallagher for all the work  
No public comment.

Item 12 is GENERAL PUBLIC COMMENT.

No public comment

OLD BUSINESS

None

NEW BUSINESS

ITEMS A through D ARE ACTION ITEMS AND REQUIRE A VOTE BY THE COMMISSION.

**14A. Review and approval of California Department of Aging’s Senior Nutrition Infrastructure Grant, contract number NI-2223-06, associated budget, and all subsequent amendments. (Tiffany Kearney will present the item.)**

Presenter Kearney asked the commission to Review and approval of California Department of Aging’s Senior Nutrition Infrastructure Grant, contract number NI-2223-06, associated budget, and all subsequent amendments.

Commissioner Jung asked about the process of the allocation of the \$38 million dollar funding and speaker Kearney replied that everyone is supplied a base of \$10,000 and then they were allocated by number of meals, size, and other criteria. CDA prioritized upgrades to lighting, energy efficient appliances, etc.

President Knutzen expressed her thankfulness for the level of detail and care for the people.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Nelson Lum

**14B. Review and approval of the California Department of Aging Supplemental Nutrition Assistance Program-Education (SNAP-ED) and CalFresh Expansion contract CF-2223-06, budget and any subsequent amendments. Requesting authorization to modify the existing grant agreement with Self-Help for the Elderly for the provision of Community Services grant to include CalFresh Healthy Living during the period from October 1, 2022 through September 30, 2025; in the amount of \$728,648.40 plus a 10% contingency for a total amount not to exceed \$801,513.24. (Tiffany Kearney will present)**

Presenter Kearney asked the commission to review and for approval of the California Department of Aging Supplemental Nutrition Assistance Program-Education (SNAP-ED) and CalFresh Expansion contract CF-2223-06, budget and any subsequent amendments. Requesting authorization to modify the existing grant agreement with Self-Help for the Elderly for the provision of Community Services grant to include CalFresh Healthy Living during the period from October 1, 2022 through September 30, 2025; in the amount of \$728,648.40 plus a 10% contingency for a total amount not to exceed \$801,513.24

President Knutzen wanted to outline how helpful the item is and thanked presenter Kearney

#### PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Nelson Lum

**14C. Requesting authorization to modify the existing grant with Visitacion Valley Neighborhood Association for the provision of Community Services at 66 Raymond Avenue; for the period of November 1, 2022 to June 30, 2024, in the additional amount of \$120,200 plus a 10% contingency for a revised total amount not to exceed \$181,720. (Sarah Chan will present the item)**

Presenter Chan is requesting authorization to modify the existing grant with Visitacion Valley Neighborhood Association for the provision of Community Services at 66 Raymond Avenue; for the period of November 1, 2022 to June 30, 2024, in the additional amount of \$120,200 plus a 10% contingency for a revised total amount not to exceed \$181,720.

Commissioner Jung asked for clarification on the modification funding if it's for more classes and presenter Chan replied that it will help the agency continue providing classes. Commissioner Jung also asked if funds will be allocated to other services such as translations, social services, or

advanced outreach other than the classes and presenter Chan let her know that the subcontractors at this location make referrals when needed because their focus are the classes.

Vice President Spears was very happy to see additional services in Visitacion Valley.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Nelson Lum

**14D. Requesting authorization to modify the existing grant with Swords to Plowshares for the provision of Community Services for Veterans; for the period of November 1, 2022 to June 30, 2023, in the additional amount of \$222,510 plus a 10% contingency for a revised total amount not to exceed \$863,792. (Paulo Salta will present the item)**

Presenter Salta is requesting authorization to modify the existing grant with Swords to Plowshares for the provision of Community Services for Veterans; for the period of November 1, 2022 to June 30, 2023, in the additional amount of \$222,510 plus a 10% contingency for a revised total amount not to exceed \$863,792.

Commissioner Sklar asked for explanation about the allocation and why is it that amount so much larger exceeding \$863,792 and presenter Salta explained that is the annual total all the way to Fy26-27.

Commissioner Sklar thanked presenter Salta for the clarification

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Nelson Lum

That concluded the action items on the agenda.

## **15. PUBLIC COMMENT**

### **PUBLIC COMMENT**

No public comments.

#### Announcements

President Knutzen No announcements

#### Adjournment

Meeting adjourned at 10:41am by President Knutzen