

DIGNITY FUND OVERSIGHT AND ADVISORY COMMITTEE

July 16th, 2018; 3:00pm to 5:00pm

1650 Mission Street, 5th Floor, Golden Gate Conference Room

Minutes

Attending: Margy Baran, Ramona Davies, Elinor Lurie, Sandy Mori, Allen Ng, Gustavo Serina, Monique Zmuda, Melissa McGee (DAAS), Tiffany Kearney (DAAS)

Call to Order: The meeting was called to order at 3:05 p.m.

Roll Call: Ms. McGee called roll. Marcy Adelman and Jessica Lehman absent and excused; Beverly Taylor absent and not excused.

Approval of the Agenda: Members approved the OAC meeting agenda for July 16th, 2018.

Approval of the Minutes: Members approved the May 21st 2018.

Update on DF Community Needs Assessment, by Shireen McSpadden: The Board of Supervisors (BoS) approved the Community Needs Assessment (CNA) on July 10th 2018. Members of the OAC asked DAAS to review the FY 18/19 add backs for programming. Ms. McSpadden clarified that the FY 18/19 add backs are city wide and district specific, also noting that some add back funding is ongoing and some is one time only. Ms. McSpadden proceeded to discuss with the OAC each of the add backs and the various types of programming involved. A member of the OAC asked if RFPs will be needed for the add backs. Ms. McSpadden explained that the department assesses which add backs can augment existing contracts and which require a RFP in consultation with the Office of Contract Management. It was added by an OAC member that supervisors cannot specify which CBO should receive add back funding. Ms. McSpadden said that a detailed list of add backs will be made available to the OAC. A member of the OAC inquired about unspent dignity fund dollars in FY 17/18. Ms. McSpadden stated that some of the unspent monies have been or will be spent to support infrastructure and equipment needs of DAAS service providers. DAAS will provide the OAC with a report of unspent and reallocated dignity fund dollars.

Update on FY 18/19 DF Allocation Plan, by Shireen McSpadden and Melissa McGee: The DAAS budget was presented and approved in June by the Budget and Finance committee and full BoS. Ms. McSpadden explained that the Dignity Fund FY 18/19 annual contribution of \$3 million is on reserve due to underspending across DAAS grants in FY 17/18. DAAS anticipates that the funding will be taken off reserve and made available to the department for programming. DAAS will proceed with its planning for disbursement of the annual contribution. Ms. McGee followed by reviewing the FY 18/19 Prop. I Growth - \$3 Million Allocation Plan that was provided to the OAC. The plan includes six initiatives with ten different services. Six of the ten services are scheduled for procurement through the RFP process and the remaining four through contract modifications.

SAP timeline and elements, presented by Melissa McGee: Ms. McGee presented a draft of the SF DAAS – Dignity Fund Services and Allocation Plan (SAP) Timeline to the OAC. The timeline included both the public and DAAS processes. DAAS processes include additional data analysis, review of outcome objective framework, and drafting the SAP. Additional data analysis will be conducted on the LGBT community, communities of color, adults with disabilities, and caregivers. These specific populations were identified through the CNA process as needing additional analysis. The second area that will be addressed by the department is program evaluation and outcome objectives. DAAS acknowledges the need to collect meaningful information in order to demonstrate value based care and impact without being too burdensome on the CBOs.

Service Providers Working Group (SPWG), presented by Ramona Davies: Ms. Davies reported that the chairs of the OAC and SPWG working group met with DAAS to help construct the SAP timeline presented at the meeting today, including when the SPWG group will meet to ensure that their input and feedback to the OAC is timely. The chairs of the SPWG and OAC decided that the SPGW should meet at least twice and be prepared for 3rd meeting in March 2019 prior to the OAC providing DAAS with feedback on the draft of the SAP. The objective for each meeting is outlined on the SF DAAS – Dignity Fund Services and Allocation Plan (SAP) Timeline. The SPWG meeting dates are the following:

- 9/12/18, 2:30 p.m. to 5:00 p.m., location TBD
- 1/22/19, 3:00 p.m. to 5:00 p.m., location is the SF AIDS Foundation
- 3/13/19, 3:00 p.m. to 5:00 p.m., location TBD.

OAC meeting dates / holidays, presented by Ramona Davies: Ms. Davies reminded OAC members that they must meet at least six times a year per the legislation. Members of the OAC discussed potential meeting dates with consideration given to key dates in the SAP Timeline. The OAC decide on the following dates for the time period between August 2018 and February 2019:

- 8/20/18, 3:00 p.m. to 5:00 p.m.
- 9/17/18, 3:00 p.m. to 5:00 p.m.
- 10/15/18, 3:00 p.m. to 5:00 p.m.
- 11/19/18, 3:00 p.m. to 5:00 p.m.
- 1/28/19, 3:00 p.m. to 5:00 p.m.
- 2/25/19, 3:00 p.m. to 5:00 p.m.

Location for all meetings is 1650 Mission Street, 5th Floor, Golden Gate Conference Room.

Public Comment: None

Announcements: None

Adjournment: 4:25 p.m.

Next meeting: Monday, 8/20/18, 3:00 p.m. to 5:00 p.m.
1650 Mission Street, 5th Floor
Golden Gate Conference Room