

DIGNITY FUND OVERSIGHT AND ADVISORY COMMITTEE
November 18, 2019; 3:00 p.m. to 5:00 p.m.
1650 Mission Street, 5th Floor, Golden Gate Conference Room
Minutes

Attending: Margy Baran, Ramona Davies, Jessica Lehman, Katie Loo, Sandy Mori, Gustavo Serina, Monique Zmuda, Melissa McGee (DAS) and Tiffany Kearney (DAS)

Call to Order: Ms. Davies called the meeting to order at 3:05 p.m.

Roll Call: Ms. McGee called roll. The excused absences were Marcy Adelman, Elinor Lurie, and Allen Ng. The unexcused absence was Beverly Taylor.

Approval of the Agenda: Members approved the OAC meeting agenda for November 18, 2019.

Approval of the Minutes: Members approved the September 16, 2019 meeting minutes.

Office of Community Partnerships (OCP), by Mike Zaugg: Mr. Zaugg discussed the creation of the Office of Community Partnership and explained that it brings together three units within DAS - (1) Long-Term Care Operations, (2) Office on the Aging, and (3) Dignity Fund. The combination of the three units into one will result in better coordination of services, standardization of service units and outcomes, as well as more uniformity in required paperwork and documentation. Community partners will continue to work with DAS analyst for program related matters and contract staff for budget related matters. Mike Zaugg is the Program Director for the Office of Community Partnerships.

Ongoing Evaluation Process, by Shireen McSpadden: Ms. McSpadden reviewed the requirements of the Dignity Fund legislation noting the requirement for DAS to evaluate the services funded through the Dignity Fund and to provide the OAC with an annual evaluation and data report. Ms. McSpadden emphasized that creation of the Office of Community Partnerships will help the department in developing strong evaluation and data reports consistently.

Ms. McSpadden also discussed how the passage of Proposition B affects the department, the commission and the OAC, noting that the department would start to use the new name following the 11/18/19 OAC meeting.

Ms. McSpadden then introduced Rose Johns and Mike Zaugg. Ms. Johns and Mr. Zaugg reviewed the outcome and evaluation plan the department has implemented. The plan consists of an outcome objective framework for all six of the DAS service areas. The plan also includes and utilizes the following components: (1) annual data and evaluation reports (2) focus area reports (3) the cycle-end evaluation report. Ms. Johns explained that the department is exploring the following topics for focus area reports in fiscal year 2019-20: (1) Asian/Pacific Islander population analysis (2) trend analysis in legal services (3) assessment of grocery and pantry programs and (4) health promotion-evaluate Always Active for evidence-based certification.

Next, Mr. Zaugg reviewed the new process the department is using to develop outcomes measures. The process includes researching best practices and tools, a review of historical data, and collaborating with community providers.

Data and Evaluation Report, by Rose Johns and Adithi Vellore: Ms. Johns and Ms. Vellore presented the Dignity Fund Data and Evaluation Report FY 2018-19 to the OAC. Members of the OAC discussed the contents of the report. The OAC expressed consensus that the report provided useful information for DAS, community service providers, and the public.
<https://www.sfhsa.org/about/commissions-committees/dignity-fund-oversight-and-advisory-committee/november-18-2019-dignity>

Public Comment: None

Announcements: Jessica Lehman informed members that the Schools and Communities First Coalition is in the process of collecting signature to get an initiative on the 2020 state ballot.

Adjournment: 4:45 p.m.

Next meeting: Monday, 1/27/20, 3:00 p.m. to 5:00 p.m.
1650 Mission Street, 5th Floor
Golden Gate Conference Room