

SAN FRANCISCO HUMAN SERVICES COMMISSION
M I N U T E S
November 16, 2016 Special Meeting

A special meeting of the Human Services Commission was held on Wednesday, November 16, 2016 in the Ronald H. Born Auditorium at 170 Otis Street, San Francisco.

| | |
|--|---|
| MEMBERS PRESENT | PABLO STEWART, M.D., President RITA SEMEL, Vice President SCOTT KAHN JAMES MC CRAY, JR. GEORGE YAMASAKI, Jr. |
| OTHERS PRESENT | Trent Rhorer, Executive Director – Human Services Agency Louise Rainey, Secretary – Human Services Commission Daniel Kaplan, Deputy Director – Finance and Administration Susie Smith, Deputy Director – Policy and Planning Other department staff and interested citizens |
| ROLL CALL | President Stewart called the meeting to order at 9:35 a.m., noting the Commission was present. |
| AGENDA | On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission adopted the agenda as posted. |
| MINUTES | On motion by Vice President Semel, seconded and unanimously carried, the Commission approved the minutes of the October 27, 2016 as circulated. |
| NOVEMBER 2016 EMPLOYEE OF THE MONTH | President Stewart presented the November 2016 Employee of the Month award to Information Technology Procurement and Purchasing Specialist Jeannette Mok. The award recognizes Jeannette's dedication and expertise in procuring the Agency's Information Technology needs. She has a calm demeanor and works very well under pressure while always being available to help. Jeannette was presented an engraved desk clock and graciously accepted with thanks to all. |
| EXECUTIVE DIRECTOR'S REPORT | Executive Director Trent Rhorer furnished an update re the State and City's budget processes and program activities. |
| CONSENT CALENDAR | On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission ratified actions taken by the Executive Director since the October 27, 2016 Regular Meeting in accordance with Commission authorization of June 23, 2016: <ol style="list-style-type: none">1. Submission of requests to encumber funds in the total amount of \$11,465,033 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 thirty temporary appointments made during the period of 10.12.16 through 11.4.16. |
| DRAFT HUMAN SERVICES AGENCY STRATEGIC PLAN FOR 2016-2021 | Deputy Director Susie Smith presented Executive Director's five-year 2016-2021 Human Services Agency Strategic Plan. |
| SAN FRANCISCO COUNTY REFUGEE SERVICES | Welfare to Work Division Community Services Manager Bill Wedemeyer and County Refugee Services Coordinator Eva Iraheta presented the San Francisco County Refugee Services Annual Plan for Fiscal Year October 1, 2015 to September 30, 2016, and the Plan Update for Federal Fiscal Year October 1, 2016 to September 30, 2017. On motion by Vice President Semel, seconded and unanimously carried, the Commission approved the San Francisco County Refugee Services Annual Plan For Federal Fiscal Year October 1, 2015 to September 30, 2016. On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission approved the San Francisco County Refugee Services Plan Update For Federal Fiscal Year October 1, 2016 to September 30, 2017. |
| SAN FRANCISCO CHILD ABUSE PREVENTION CENTER | Family and Children's Services Redesign Coordinator Liz Crudo presented the request to modify the San Francisco Child Abuse Prevention Center grant. On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to modify the existing grant with SAN FRANCISCO CHILD ABUSE PREVENTION CENTER for provision of Ancillary Services for the Child Advocacy Center; during the period of July 1, 2016 through March 31, 2023; in the additional amount of \$191,292 plus a 10% contingency for a revised total grant amount not to exceed \$561,965. |
| PUBLIC COMMENT | President Stewart's call for public comment did not yield a response. |
| ADJOURNMENT | President Stewart adjourned the meeting at 10:30 a.m. |

Louise Rainey, Commission Secretary
Human Services Commission