



SAN FRANCISCO HUMAN SERVICES AGENCY  
**Department of Disability  
and Aging Services**

P.O. Box 7988  
San Francisco, CA  
94120-7988  
[www.SFHSA.org](http://www.SFHSA.org)

## MEETING NOTICE/AGENDA

### **Wednesday October 4, 2023 Regular Meeting 9:30 AM**

Watch Live on SFGovTV Channel 78 and [www.sfgovtv.org](http://www.sfgovtv.org)

For Public Comment instructions, please see below.

This meeting will be held in person at City Hall, 1 Dr. Carlton Goodlett Place, Room 416. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or online at SFGovTV Channel 78 and [www.sfgovtv.org](http://www.sfgovtv.org). Instructions for providing remote public comment are below.

Members of the public are encouraged to participate remotely including by providing public comment in real time. Alternatively, if you want to ensure your comment on any item on the agenda is received by the Commission in advance of the meeting, please send an email to the Commission Secretary, Ravi Durbeej, at [Ravi.Durbeej@sfgov.org](mailto:Ravi.Durbeej@sfgov.org) by 5pm on Monday, October 2, 2023. Items submitted in writing in advance will be read aloud or otherwise shared with the Commission. Please see the information on the next page for remote meeting access.



**London Breed**  
Mayor

**Kelly Dearman**  
Executive Director



## DAS COMMISSIONERS

Janet Y. Spears, Commission President

Nelson Lum, Commission Vice President

Martha Knutzen, Commissioner

Sascha Bittner, Commissioner

Wanda Jung, Commissioner

Barbara Sklar, Commissioner

Linda Parker Pennington, Commissioner

## DAS Executive Director

Kelly Dearman

## DAS Commission Secretary

Ravi Durbeej

## **WATCHING THE MEETING**

WATCH LIVE ON SFGOVTV: [www.sfgovtv.org](http://www.sfgovtv.org) / Channel 78

## **PUBLIC COMMENT**

Members of the public are invited to comment on items before the Commission. With respect to listed agenda items, your opportunity to address the commission will be afforded when the item is reached in the meeting. There is also an agenda item for public comment about items not on the agenda.

In relation to public comment, each member of the public may address the commission for up to **three minutes**.



## REMOTE PARTICIPATION

To dial-in to the DAS Commission meeting to listen to the meeting and/or to make public comment remotely, please call **(415) 655-0001**, **Access Code: 2662 029 5937#** and then **#** again and use **Password: 5646**

When providing public comment using the remote option, please:

Ensure you are in a quiet location – Speak Clearly – Turn off any TVs or radios around you. Once in the conference, please press \*3 to enter the question queue.

You will hear a notification when your line is unmuted.

Pressing \*3 again will remove you from the question queue.

The caller will have the standard **three minutes** to provide comment.

## ACCESSIBLE MEETING POLICY

The San Francisco Department of Disability and Aging Services Commission meeting will be held in person and virtually to accommodate for remote public comments.

To obtain a disability-related accommodation, including auxiliary aids or services, or to obtain meeting materials in alternative format, please contact Ravi Durbeej at [Ravi.Durbeej@sfgov.org](mailto:Ravi.Durbeej@sfgov.org). Providing at least 72 hours' notice will help to ensure availability. Written reports or background materials for calendar items are available online at [www.sfhsa.org/das](http://www.sfhsa.org/das). Public comment will be taken on each item before or during consideration of the item.

## RAMAYTUSH OHLONE ACKNOWLEDGEMENT

**“The San Francisco HSA/DAS Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their**



**traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.”**

## **KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

Government’s duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the city and County exist to conduct the people business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689; by phone at 415.554.7724; by fax at 415.554.7854; or by email at [soft@sfgov.org](mailto:soft@sfgov.org).

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

## **LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS**

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [S.F. Campaign and Governmental Conduct Code section 2.100 et seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at



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415.581.2300; fax: 415.581.2317; 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102-6027 or the web site: [sfgov.org/ethics](http://sfgov.org/ethics)



## ORDER OF BUSINESS

1. CALL TO ORDER/President Janet Y. Spears
2. ROLL CALL/Ravi Durbeej
3. COMMUNICATIONS/Ravi Durbeej
4. APPROVAL OF THE September 6, 2023 MEETING MINUTES **ACTION**
5. DIRECTOR'S REPORT/Presented DAS Deputy Executive Director Kelly Dearman
6. DAS OCTOBER 2023 EMPLOYEE OF THE MONTH. Executive Director Kelly Dearman and the DAS Commission will honor DAS IHSS Social Worker, Jiaqi Liu
7. ADVISORY COUNCIL/ TACC REPORT/President Diane Lawrence
8. JOINT LEGISLATIVE REPORT REPORT/President Diane Lawrence
9. CASE REPORT/Dan Gallagher
10. GENERAL PUBLIC COMMENT

*AT THIS TIME MEMBERS OF THE PUBLIC MAY ADDRESS THE COMMISSION ON ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE COMMISSION THAT ARE NOT ON THE THIS MEETING AGENDA. WITH RESPECT TO AGENDA ITEMS, YOUR OPPORTUNITY TO ADDRESS THE COMMISSION WILL BE AFFORDED WHEN THE ITEM IS REACHED IN THE MEETING. EACH MEMBER OF THE PUBLIC MAY ADDRESS THE COMMISSION FOR UP TO THREE MINUTES. THE BROWN ACT FORBIDS THE COMMISSION FROM TAKING ACTION OR DISCUSSING ANY ITEMS NOT APPEARING ON THE POSTED AGENDA, INCLUDING THOSE ITEMS RAISED AT PUBLIC COMMENT.*

11. OLD BUSINESS:



**12. NEW BUSINESS:**

ITEMS A & B ARE INFORMATION ONLY ITEMS AND DOES NOT REQUIRE A VOTE  
BY THE COMMISSION

- A. Community Living Fund Six (6) Month Report January – June 2023 –  
INFORMATION ONLY (Presented by Melissa McGee)
- B. Presentation of the DAS FY 23/24 Schedule for Requests for Proposals.  
INFORMATION ONLY (Presented by Steve Kim and Mike Zaugg)

ITEMS C THROUGH G ARE ACTION ITEMS AND REQUIRES A VOTE BY THE  
COMMISSION

- C. Requesting review and adoption of DAS-Office of Community Partnerships  
Program Memorandum #33 – Consumer Grievance Process. (Staff: Mike Zaugg  
to present)
- D. Requesting authorization to enter into contract with RydeTrans for the  
provision High Risk Transportation services to benefit clients served through  
the Office of the Public Conservator (PC) and the Adult Protective Services  
(APS) programs; for the period of January 1, 2024 through June 30, 2025; in an  
amount not to exceed of \$200,000. (Sandra Teixeira will present the item)
- E. Requesting authorization to enter into a new grant with HAVEN OF HOPE for  
the provision of Disability Community Cultural Center (DCCC); during the  
period of October 1, 2023 through June 30, 2027; in the amount of \$3,877,259  
plus a 10% contingency for a total grant amount not to exceed \$4,264,985.  
(Maceo Persson will present the item)
- F. Requesting authorization to enter into a new grant agreement with  
Independent Living Resource Center for the provision of ADRC (Aging and  
Disability Resource Center) in San Francisco Supervisory District 6 during the  
period of October 1, 2023 through June 30, 2024; in the amount of \$134,000,  
plus a 10% contingency for a total amount not to exceed \$147,400. (Sara  
Hofverberg will present the item)
- G. Requesting authorization to modify the existing grant agreement with Self-  
Help for the Elderly for the provision of Senior Escort Services; during the  
period of October 1, 2023 through June 30, 2027, in the additional amount of  
\$404,000 plus a 10% contingency for a revised total amount not to exceed



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\$3,344,000. (Melissa McGee will present the item)

**13. ANNOUNCEMENTS**

**14. ADJOURN**