

# **Department of Disability and Aging Services (DAS)**

## **Advisory Council**

### **Meeting Minutes**

**DATE:** Wednesday, December 17, 2025

**TIME:** 10-11:30am

**PLACE:** 1650 Mission St. 5<sup>th</sup> Floor, Golden Gate Room

---

**Members Present:** Allen Cooper, Margaret Graf, Chris Dillon, Harry Breaux, Lisa Cook, Morningstar Vancil, Beverly Karnatz, Tia Small, Ivy Chang, Diane Lawrence, Juliet Rothman, Morningstar Vancil, Daisy Jiminez, and Marcy Adelman.

**Members Absent Excused:** Darlene Ramlose.

**Welcome:** Call to order 10:00 am and welcome all Council Members and guests.

**Roll Call/Secretary**

**Motion to approve the November 19, 2025 Meeting Minutes:** Approved.

**General Public Comment:** No public comment

**Director's Report, presented by Executive Director Kelly Dearman:**

We've been working with the mayor's office on the budget, and unfortunately, they are looking to cut \$400 million around the city departments. They are looking at all core services to see where they can make the cuts, but Chief of Staff Modi did let us know that older Americans are the fastest growing population in San Francisco and they are placing a priority on that.

DAS reported that the majority of staff completed the required Disability Awareness training, which was informative, and expressed interest in making the training available to Council Members in the future. Director Dearman reported that significant work was completed to finalize the Community Needs Assessment and that staff are now working on identifying and addressing specific community needs.

Council Members asked whether certain projects would be cut and ED Dearman stated that DAS does not yet have that information.

**President's Report by President Dr. Allen Cooper:**

Allen Cooper addressed the importance of meeting timeliness and noted that, due to time constraints, discussion would be limited to relevant comments. He requested that Council Members keep questions succinct and focused to ensure the meeting proceeds efficiently.

President Cooper briefly referenced the formation of a new advisory body and was asked to defer further discussion by Director Dearman until Presenter Kauffman's presentation, which would provide clarification and specific details.

President Cooper also requested Public Comment at the end of the meeting as well which was ratified by the council.

**Old Business:** none

**New Business:**

**Streamlining Task Force Update: Cindy Kauffman**

Ms. Kauffman provided an update on the Streamlining Task Force and the proposed formation of a new advisory body. She explained that efforts are underway to proactively develop the structure and rules of the new body in advance of final Task Force actions. The proposed body would be a newly created entity with shared representation from both the Advisory Council and the Dignity Fund Oversight & Advisory Committee (DFOAC) and is tentatively titled the San Francisco Disability and Aging Services Advisory & Oversight Council.

Ms. Kauffman reviewed the major purposes and functions of the proposed body, including oversight of the Community Needs Assessment, the Service and Allocation Plan, Dignity Fund expenditures, and the Area Plan to address community needs. She also discussed the body's role in transparency, accountability, advocacy, information dissemination, and community outreach.

Ms. Kauffman outlined the proposed membership structure, noting that members would serve three-year terms with a two-term limit. Council Members asked whether the Task Force recommended uniform term limits, and Ms. Kauffman provided clarification on the Task Force's recommendations. She also reviewed the proposed officer structure, explaining that the body would have a Chair and Vice Chair elected by the membership, with officers serving terms as determined by the body. The duties of the Chair would mirror those of existing DFOAC and Advisory Council chairs.

Ms. Kauffman further addressed governance procedures, including meeting notices, meeting cancellations, quorum requirements, voting and abstentions, and public comment. She stated that the bylaws and charter for the new body would be incorporated into the Administrative Code.

Council Members asked about officer term limits and whether an orientation would be provided when the new body is established. Ms. Kauffman confirmed that term limits would be considered and that an orientation would be conducted.

Council Members also asked about the DFOAC budget. Ms. Kauffman clarified that the allocated funds are expended by the Department, with the advisory body providing recommendations regarding the use of those funds.

**Announcements/Reminders:**

**Adjournment: 10:53am**

**Next Meeting: Wednesday January 21, 2025**