

DEPARTMENT OF DISABILITY AND AGING SERVICES
(DAS) COMMISSION
MINUTES May 6, 2026

CALL TO ORDER AND WELCOME/ President Janet Y. Spears

President Janet Y. Spears called our hybrid meeting to order in City Hall room 416 and virtually stated that the DAS Commission acknowledged they are using the unceded homeland of the Ramaytush Ohlone peoples of the San Francisco Peninsula.

The (DAS) Commission Secretary called the roll:

Present Commissioners: President Janet Y. Spears, Vice President Nelson Lum, Linda Parker Pennington, Martha Knutzen, Wanda Jung, Sascha Bittner, Barbara Sklar

Communications:

Commission Secretary Ravi Durbeej provided instructions for any members of the public that would like to submit a public comment to the DAS Commission.

Approval of Minutes:

No public comment

Motion from Commissioner Sklar

The motion was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT/ Director Cindy Kauffman

Director Kauffman announced Director Dearman is in Sacramento for Strategic Planning and Senior Rally Day. Also, Deputy Director of Programs Megan Elliot was welcomed back and DAS Manager Akilies Ceron, was appreciated for substituting.

In news about the budget, MOHCD and Mayor's Budget office presented on cuts that would impact older adults during a hearing on April 15th. The hearing had approximately 300 attendees. Next, the Mayor will submit the budget by June 1st, there will BOS budget committee hearings throughout June with DAS scheduled for June 9th and June 18th, lastly the final budget will be considered in July.

In community news, there was a press conference for National Healthcare Decisions Day on April 16th. Throughout April, CBO's and UCSF Palliative Medicine Clinicians hosted workshops to help people learn about advance care planning. April was also Autism Appreciation Month, Supervisor Mahmood recognized Mika Kie Weissbuch, Co-Director of the Disability Cultural Center. Director Kauffman encouraged Commission to watch the speech. Lastly, Director Kauffman welcomed May as Older Americans Month and announced the Never Better Elders annual event sponsored by the Community Living Campaign scheduled on May 14th at the San Francisco County Fair Building.

Commissioner Parker Pennington asked if the DAS' appointment with the Mayor's Budget Hearing allows public participation, Director Kauffman responded yes. Commissioner Pennington mentioned the ribbon cutting event for the HSA mobile benefits hub and was proud healthcare is more accessible. Director Kauffman hopes to include the mobile hub for the disability walking tour on July 11th.

DAS EMPLOYEE OF THE MONTH April 2026 to Amanda Phatdouang, who is a Senior Investigator at the San Francisco Public Guardians Office.

- Deputy Director Kauffman spoke on Amanda's experience in Public Conservatorship and Public Guardianship program and expertise in ensuring people receive critical support. Amanda began on the referral team and now supervises the entire intake process. Amanda was recognized for establishing knowledge and compassion in the program and for being a valued collaborator to demystify the complicated LPS process.
- Amanda spoke on feeling honored to receive the award and thanked the Public Guardian team, Program Managers, and family.

DAS EMPLOYEE OF THE MONTH May 2026 to Andrew Choy, who is an Administrative Clerk at the DAS Hub.

- Deputy Director Kauffman spoke on Andrew's dedication to providing reliable operations as well as compassion to staff and the community through exhibiting a positive attitude and anticipating needs of educational material for clients.
- Andrew spoke on their gratitude for everyone in the room and obligations of roles.

CASE REPORT presented by Director Andrea Lazorik

Presenter Lazorik reported that last meeting held 23 attendees from 20 different organizations. Also, CASE mobilized seniors and people with disabilities of the Senior Budget Coalition to fight the \$3.2M cut. The meeting included focus groups to strategize delivery of public comment for the Budget Hearing scheduled for April 15th called by Supervisor Sauter. In other updates,

Presenter Lazorik shared that CASE met with Meta Fund to grow membership; 3 board members and 2 co-chairs were added. CASE accomplishments included hosting SPWG after it was cut by the Streamlining Taskforce, updating bylaws, and exploring programs and outreach. Lastly, Presenter Lazorik announced a survey launch to members in preparation for Monday's meeting where CASE will host a panel about navigating San Francisco's budget process to inform the community.

President Spears acknowledged CASE's efforts and appreciated CASE's outreach to different groups.

Item 9 GENERAL PUBLIC COMMENT:

A member from Stepping Stone commented on the proposed elimination of the LGBTQ+ Community Service program. According to the Dignity Fund Needs Assessment, 53% of surveyed LGBTQ+ Adults with Disabilities reported sufficient social contact as an unmet need due to inadequate inclusion of individuals with intersectional identities in programming. The commenter is asking to consider the cut because Steppingstone helped meet this need for a decade and met all performance standards and objectives since 2017.

A member from the public shared a photograph with Commission and commented that the Office of Disability installed a public wheelchair charging station at the Botanical Garden in Golden Gate Park which uses a regular 120 voltage outlet and is very dangerous.

Item 10 OLD BUSINESS:

No old business.

Item 11 NEW BUSINESS:

ITEM A IS AN INFORMATIONAL ONLY ITEM THAT DOES NOT REQUIRE A VOTE BY
THE COMMISSION

A. Upcoming Changes to the Dignity Fund Growth Formula in FY 2028. (Alex Gleason and Genevieve Herreria will present this item)

Starting FY 2028, the Dignity Fund will grow or shrink as determined by the city's aggregate discretionary revenues (ADRs) rather than by a set amount determined by the city's deficit (as currently defined). A possible solution is a stabilization fund to anticipate future funding shortfalls.

Commissioner Jung appreciated Budget's early planning. Commissioner Knutzen asked if the stabilization fund will be an untouched account that accumulates interest and Budget explained the current phase is outreach and research, DAS would have to interface with the Controller's office for details however, the vision is similar to Commissioner Knutzen's idea.

President Spears asked if the Department Executive Director made the decision to create a stabilization fund and how will multi-year contracts be handled with the volatility of the Dignity Fund (DF). Director Kauffman said the department decided and DAS is planning 14 months ahead; the Service Allocation Plan next year is an opportunity to obtain more information. DAS is conservatively planning with CBOs and hoping to save for 4 years through the stabilization fund so programs can continue to run. President Spears further added that since the DF is in deficit mode, DAS Commission must be conservative about approving contracts. Director Kauffman ensured that the DF will be stabilized by this year's \$3M allocation and addbacks from initiatives and enhanced by baseline dollars. DAS will look out for the Controller's report.

Commissioner Lum saw the presentation as a good business model and hopes DAS looks into the future.

PUBLIC COMMENT:

A member from SPWG spoke on concern that DF funds will be dependent on city's revenue and was curious about other options such as investing \$65M in stocks. The member also asked what bank the stabilization fund will be held.

ITEMS B THROUGH I ARE ACTION ITEMS THAT REQUIRES A VOTE BY THE COMMISSION

B. Requesting authorization to approve a sole source waiver and enter into a new contract agreement with Child and Families Policy Institute of California for the provision of the 59th County Adult Protective Services Program for the period of July 1, 2026, to June 30, 2029, in the total amount not to exceed \$1,400,000. (Ben Seisdedos will present the item)


Presenter Seisdedos is requesting authorization to approve a sole source waiver and enter into a new contract agreement with Child and Family Policy Institute of California for the provision of the 59th County Adult Protective Services Program for the period of July 1, 2026, to June 30, 2029, in the total amount not to exceed \$1,400,000.

Commissioner Knutzen asked about compensation for DAS staff get and the benefit for the Department from this contract. Presenter Seisdedos said there will be no compensation and agreement to contract serves as DAS being trusted to facilitate the funds and the benefit for DAS comes from providing services.

PUBLIC COMMENT:

None

Motion from Commissioner Jung

The motion  was unanimously approved.

C. Requesting authorization to modify the existing grant agreement with Project Open Hand for the provision of Congregate Meal services for Older Adults for the period of July 1, 2026, through June 30, 2029, in the additional amount of \$955,540 plus a 10% contingency for a revised total grant amount not to exceed \$7,335,942. (Leah Walton will present the item)


Presenter Walton is requesting authorization to modify the existing grant agreement with Project Open Hand for the provision of Congregate Meal services for Older Adults for the period of July 1, 2026, through June 30, 2029, in the additional amount of \$955,540 plus a 10% contingency for a revised total grant amount not to exceed \$7,335,942.

Commissioner Knutzen asked if there will be a net plus of meals and Presenter Walton answered yes. President Spears requested clarification on the number of meals people get per day based on UDC. Presenter Walton stated that people would not be getting more than 1 meal per day. Commissioner Jung asked about the reasoning for the ratio between consumers and meals then referred to a site chart that indicated Aquatic Park serves 200 consumers and 17,508 meals while Downtown serves 250 consumers and 7,000 meals. Presenter Walton rationalized that in an unduplicated consumer analysis, 60 meals are allocated per year per person. Project Open Hand has 1,930 unduplicated clients (UDC) for FY 2026 and FY 2027 added 100 more due to an additional site; their goal is to serve approximately 116,000 meals. Presenter Walton further rationalized that the numbers are determined by historical attendance information such as sites that have frequent attendants.

PUBLIC COMMENT:

None

Motion from Commissioner Bittner

The motion  was unanimously approved.

D. Requesting approval of a sole source waiver and authorization to enter into a new sole source grant agreement with Swords to Plowshares for the provision of Legal and Housing Assistance for Veterans with Mental Health Claims for the period of July 1, 2026, to June 30,

2028, in the amount of \$157,462 plus a 10% contingency for a total amount not to exceed \$173,208. (Gerardo Carr will present the item)


Presenter Carr is requesting approval of a sole source waiver and authorization to enter into a new sole source grant agreement with Swords to Plowshares for the provision of Legal and Housing Assistance for Veterans with Mental Health Claims for the period of July 1, 2026, to June 30, 2028, in the amount of \$157,462 plus a 10% contingency for a total amount not to exceed \$173,208.

Commissioner Lum asked why County Veterans Service Office (CVSO) is not providing this service and Presenter Carr explained that the CVSO files disability claims and upgraded claims require service connection to Swords to Plowshares for legal representation. Presenter believes Swords to Plowshares exists to ease accessibility for veterans.

PUBLIC COMMENT:

None

Motion from Commissioner Sklar

The motion  was unanimously approved.

E. Requesting authorization to enter into a new grant agreement with Edgewood Center for Children & Families for the provision of Older Relative Caregiver Program for the period of July 1, 2026, to June 30, 2030, in the amount of \$377,592 plus a 10% contingency for a total amount not to exceed \$415,351. (Rosemarie Tocchini will present the item)

Presenter Tocchini is requesting authorization to enter into a new grant agreement with Edgewood Center for Children & Families for the provision of Older Relative Caregiver Program for the period of July 1, 2026, to June 30, 2030, in the amount of \$377,592 plus a 10% contingency for a total amount not to exceed \$415,351.

Commissioner Pennington spoke on excitement and relatability for caregiver benefit and asked about outreach efforts. Presenter Tocchini said there is direct outreach to public health centers, resource fairs, senior centers and schools. Edgewood also has a primary website, a website for caregivers and multilingual access. Commissioner Pennington spoke on lived experience of not fitting in any population categories for outreach and hopes to brainstorm with Director Dearman. President Spears asked if this program is available for referral at the Hub. Director Kauffman answered that clients would be linked to Edgewood if they are interested in caregiver support services.

PUBLIC COMMENT:

None

Motion from Commissioner Jung

The motion was unanimously approved.

F. Requesting authorization to modify the existing grant agreement with Legal Assistance to the Elderly (LAE) for the provision of Health-Related Legal Services and LGBTQ+ Life Planning Services for the period of July 1, 2026, through June 30, 2028, in the additional amount of \$488,374 plus a 10% contingency for a revised total amount not to exceed \$1,064,383. (Katherine Moser will present the item)

Presenter Moser is requesting authorization to modify the existing grant agreement with LAE for the provision of Health-Related Legal Services and LGBTQ+ Life Planning Services for the period of July 1, 2026, through June 30, 2028, in the additional amount of \$488,374 plus a 10% contingency for a revised total amount not to exceed \$1,064,383.

Commissioner Jung was allowed a general question before the presentation since it applied to all budget items which asked about DAS' decision making process between a new Request For Proposals (RFP) and a grant modification. Office of Community Partnerships Director Zaugg explained due to budget uncertainty, DAS authorizes 4-year contracts, but requests funding for 2 years then returns to commission to request a 2-year extension. Commissioner Jung asked why the amount of 4 years, Director Zaugg reasoned 4 years to the alignment of 4 Year Dignity Fund cycles. President Spears asked if moving forward, Commission will vote on 4-year contracts with 2-year funding. Director Zaugg clarified that DAS' prefers authorizing 4-year contracts of 1 year funding with extensions, however, 2-year funding is an available approach. Commissioner Knutzen asked if these services go back out for RFP and Director Zaugg answered no, during the 4 years it is within authorization. After presentation, Commissioner Knutzen spoke on being an advocate and asked what will ALRP do as a consultant. Presenter Moser explained that ALRP has deep community connections and has partnered with Openhouse to hold a legacy planning workshop. President Spears spoke on being happy this exists.

PUBLIC COMMENT:

None

Motion from Commissioner Knutzen

The motion was unanimously approved.

G. Requesting authorization to modify and extend the existing grant agreements with multiple providers for the provision of Legal Services for the period of July 1, 2026, through


June 30, 2028, in the additional amount of \$4,312,320 plus a 10% contingency for a revised total amount not to exceed \$9,397,768. (Katherine Lauerman will present the item)

Presenter Lauerman is requesting authorization to modify and extend the existing grant agreements with multiple providers for the provision of Legal Services for the period of July 1, 2026, through June 30, 2028, in the additional amount of \$4,312,320 plus a 10% contingency for a revised total amount not to exceed \$9,397,768.

PUBLIC COMMENT:

None

Motion from Commissioner Bittner

The motion  was unanimously approved.

H. Requesting authorization to modify and extend the existing ADRC grant agreements with multiple providers for the period of July 1, 2026, through June 30, 2028, and the existing Citywide ADRC Coordinator grant agreement with Institute on Aging for the period of July 1, 2026 through June 30, 2027, in the additional amount of \$4,914,493 plus a 10% contingency for a revised total amount not to exceed \$10,898,634. (Katherine Lauerman will present the item)


Presenter Lauerman is requesting authorization to modify and extend the existing ADRC grant agreements with multiple providers for the period of July 1, 2026 through June 30, 2028 and the existing Citywide ADRC Coordinator grant agreement with Institute on Aging for the period of July 1, 2026 through June 30, 2027, in the additional amount of \$4,914,493 plus a 10% contingency for a revised total amount not to exceed \$10,898,634.

Commissioner Knutzen appreciated Presenter Lauerman's concrete details. Commissioner Jung asked why the ADRC Coordinator contract is 1 year despite being a key role whereas the other roles are 2-year contracts. Presenter Lauerman explained that due to budget cuts, the role was eliminated, however, the contract was extended for 1 year to identify where responsibilities can be distributed. President Spears acknowledged and gave encouragement to Presenter Lauerman for acting as ADRC Coordinator. Commissioner Pennington spoke on lived experience interacting with the late ADRC Coordinator, Michael Bennett who was helpful for getting senior cards and being an access point to services. Lastly, Presenter Lauerman said other roles with "Coordinator" in its title will remain in Bayview Senior Services.

PUBLIC COMMENT:

None

Motion from Commissioner Bittner

The motion  was unanimously approved.

I. Requesting authorization to modify and extend the existing grant agreement with Eldergivers dba Art with Elders for the provision of Creative Arts for Older Adults and Adults with Disabilities for the period of July 1, 2026, through June 30, 2027, in the additional amount of \$104,974 plus a 10% contingency for a revised total amount not to exceed \$397,099. (Lauren Jarrell will present the item)

Presenter Jarrell is requesting authorization to modify and extend the existing grant agreement with Eldergivers dba Art with Elders for the provision of Creative Arts for Older Adults and Adults with Disabilities for the period of July 1, 2026, through June 30, 2027, in the additional amount of \$104,974 plus a 10% contingency for a revised total amount not to exceed \$397,099.

President Spears asked if the contract is authorized for four years and funded one year at a time. Presenter Jarrell confirmed and added that there is an extension for one additional year instead of 2 years to align with the community engagement program cycle.

PUBLIC COMMENT:

None

Motion from Commissioner Jung

The motion **was** unanimously approved.

Announcements

None.

Adjournment:

Meeting adjourned at 11:38 AM by President Janet Spears