



City and County of San Francisco
Daniel Lurie, Mayor

San Francisco Human Services Agency, Department of Benefits and Family Support
Human Services Commission
Trent Rhorer, Executive Director

Commission President

Scott L. Kahn

Commissioners

- Sally Coghlan McDonald, Vice President
- Dr. James McCray, Jr.
- Pablo Bravo
- Tina M. Yun

August 27, 2026 Human Services Commission Meeting Minutes

Meeting Start: 10:10 a.m.

Presiding: President Scott L. Kahn

Roll Call and Announcements

The Commission Secretary conducted roll call. All Commissioners were present. A quorum was established.

The Secretary relayed public comment instructions.

Item 3: Adoption of the Agenda

President Kahn requested an adoption of the agenda as posted with one modification—the removal of item 4, the adoption of the July meeting minutes. President Kahn’s call for public comment related to the meeting’s agenda yielded no responses.

On motion of Vice President Coghlan McDonald, seconded and unanimously carried, the Commission approved the adoption of the agenda with the modification.

Item 5: Executive Director's Report

Executive Director Trent Rhorer provided updates on state and local budget activity and Agency programs and operations.

President Kahn's call for public comment related to the executive director's report yielded no responses.

Item 6: August 2026 Employee of the Month

President Kahn presented the August 2026 Employee of the Month award to JUDY CHOW, Junior Management Assistant, Family & Children's Services. Judy accepted the award with thanks to all.

Item 7: Consent Calendar

On motion of Commissioner Bravo, seconded and unanimously carried, the Commission approved the consent calendar, comprising actions taken Executive Director since the July 23, 2026 Regular Meeting in accordance with Commission authorization of August 27, 2026:

- No submission of request to encumber funds for purchase of services or supplies and contingency amounts;
- Submission of 0 temporary positions for possible use in order to fill positions on a temporary basis during the period of July 18, 2026 through August 20, 2026;
- Submission of 36 temporary appointments made during the period of July 18, 2026 through August 20, 2026.

Item 8: Action Items

- A. Susie Smith, Deputy Director for Policy, Planning & Public Affairs, presented the **Fiscal Year 2026-2027 Annual Statement of Purpose**.

Commissioner Bravo complimented the presentation and reflected on the breadth and number of the Department of Benefits and Family Support's offerings; he reiterated that he was impressed with the work of the Agency and staff.

President Kahn's call for public comment yielded no responses.

On motion of Commissioner Bravo, seconded and unanimously carried, the Commission approved the Fiscal Year 2026-2027 Annual Statement of Purpose.

- B. Cindy Ward, Homeless Benefits Linkages Manager, requested authorization for an existing grant agreement modification with **BAY AREA LEGAL AID** for the provision of Housing Disability and Advocacy Program (HDAP) Services.

President Kahn's call for public comment yielded no responses.

On motion of Commissioner Yun, seconded and unanimously carried, the Commission approved the grant agreement modification with BAY AREA LEGAL AID for the provision of Housing Disability and Advocacy Program (HDAP) Services; for the period of July 1, 2027 through June 30, 2028; in the additional amount of \$2,060,253 plus contingency, for a revised total grant amount not to exceed \$9,928,141.

- C. Raena Sebay, Program Support Analyst, requested authorization for a new contract agreement with **SENECA FAMILY OF AGENCIES** for the provision of Relative Search Services.

President Kahn's call for public comment yielded no responses.

On motion of Commissioner Bravo, seconded and unanimously carried, the Commission approved the new contract agreement with SENECA FAMILY OF AGENCIES for the provision of Relative Search Services; for the period of July 1, 2026 through June 30, 2030; in the amount of \$62,116 plus a 10% contingency for a total contract amount not to exceed \$68,328.

- D. Christina Iwasaki, Community Services Manager, requested authorization for new grant agreements with **MULTIPLE PROVIDERS (UNITED WAY BAY AREA, PROJECT OPEN HAND)** for the provision of the CalFresh Community Works Program.

President Kahn's call for public comment yielded no responses.

On motion of Commissioner McCray, seconded and unanimously carried, the Commission approved the new grant agreement with **UNITED WAY BAY AREA** for the provision of the CalFresh Community Works Program; for the period of September 1, 2026 through June 30, 2028; in the amount of \$4,360,000 plus a 10% contingency for a total grant amount not to exceed \$4,796,000.

On motion of Commissioner Bravo, seconded and unanimously carried, the Commission approved the new grant agreement with **PROJECT OPEN HAND** for the provision of the CalFresh Community Works Program; for the period of September 1, 2026 through June 30, 2028; in the amount of \$1,432,356 plus a 10% contingency for a total grant amount not to exceed \$1,575,592.

- E. Andy Beetley-Hagler, Immigration and Refugee Services Coordinator, requested approval of the **COUNTY REFUGEE SERVICES PLAN** for Federal Fiscal Years 2027-2029.

President Kahn's call for public comment yielded no responses.

On motion of Commissioner Bravo, seconded and unanimously carried, the Commission approved the COUNTY REFUGEE SERVICES PLAN for Federal Fiscal Years 2027-2029, from October 1, 2026 through September 30, 2029.

- F. Vicki Kong, Program Specialist, requested authorization for a new grant agreement with **RICHMOND AREA MULTI-SERVICES** for the provision of Pre-Vocational and Employability Support Services.

President Kahn's call for public comment yielded no responses.

On motion of Vice President Coghlan McDonald, seconded and unanimously carried, the Commission approved the new grant agreement with **RICHMOND AREA MULTI-SERVICES** for the provision of Pre-Vocational and Employability Support Services; for the period of September 1, 2026 through June 30, 2028; in the amount of \$6,292,185 plus a 10% contingency for a total grant amount not to exceed of \$6,921,404.

Item 9: General Public Comment

President Kahn's call for general public comment yielded no responses.

Item 10: Adjournment

President Kahn adjourned the meeting at 11:12am.



Elizabeth LaBarre
Commission Secretary
Human Services Commission

Posted: 9/30/26