

SAN FRANCISCO HUMAN SERVICES COMMISSION

MINUTES

September 22, 2022 Regular Meeting

The regular meeting of the Human Services Commission was held on Thursday, September 22, 2022 in person at the Born auditorium at 170 Otis Street, virtually via Zoom and telephonically pursuant to California Government Code Section 54953(e) and Mayor London Breed's 45th Supplement to the Mayoral Proclamation Declaring the Existence of a Local Emergency dated February 25, 2020.

MEMBERS PRESENT IN PERSON SCOTT KAHN, President
JAMES MCCRAY, JR., Vice President
RITA SEMEL
SALLY COGHLAN MCDONALD

MEMBERS PRESENT REMOTELY (VIA ZOOM) DARSHAN SINGH

OTHERS PRESENT IN PERSON Dan Kaplan, Deputy Director – Finance & Administration
Elizabeth LaBarre – Commission Secretary
Susie Smith, Deputy Director – Policy, Planning & Public Affairs
Joan Miller, Deputy Director – Family & Children's Services

ROLL CALL President Kahn called the meeting to order at 9:38 a.m. noting the presence of himself and Commissioners McCray, Coghlan McDonald and Semel in person in the Born auditorium with Commissioner Singh attending virtually via Zoom. President Kahn also noted the absence of Executive Director Rhorer with Deputy Director Dan Kaplan present in his place.

AGENDA On motion of Vice President McCray, seconded and unanimously carried, the Commission adopted the agenda as posted.

July 28, 2022 REGUAR MINUTES On motion of Commissioner McCray, seconded and unanimously carried, the Commission adopted the minutes of the July 28, 2022 Regular Meeting as circulated.

EXECUTIVE DIRECTOR'S REPORT Deputy Director Dan Kaplan furnished an update regarding federal, state and local activities.

FEDERAL

The public health emergency that affects MediCal eligibility work and the Agency's COVID response will be extended through January 15, 2023. After January 15, SFHSA will most likely be required to resume the full redetermination process that has been on hold during the pandemic.

A 12.5% SNAP (known in California as CalFresh) benefit increase takes effect October 1.

STATE

It is the end of the legislative season and the governor is finalizing his signature on bills. One bill that has gotten a lot of press coverage is the

governor’s CARE Court legislation, which passed. The CARE Court system requires many more details to be sorted out, however we do know that it will likely happen in two waves. In the first wave, a small group of counties, including San Francisco, will have to establish new courts by October 1, 2023, followed by the second wave (of remaining counties) in December 2024. The system will theoretically work like this: (1) family, close friends, first responders and behavioral health workers will be able to submit a petition to the court on behalf of a person with untreated schizophrenia spectrum or other psychotic disorders that shows why they qualify for CARE Court and (2) the court would then order a clinical evaluation of the person — and review the evaluation to see if the person qualifies for CARE Court services. If they do qualify, then they (“participant”) receive legal counsel and a “supporter” — an advocate to walk them through the process, as well as a “Care Plan” that can include recommended treatment, medication and housing. During 12 months, a participant will have to attend hearings to make sure they are adhering to the plan — and counties are providing the court-ordered services. If a person receives the court-mandated services but fails to complete treatment, they can be considered by the court for conservatorship. SFHSA overlap is mainly with the Department of Disability and Aging Services (DAS) Public Conservator program. However, CARE Court is also likely to put additional pressure on other SFHSA programs such as CalFresh, CAAP, and IHSS, although the full impact is unknown at this time.

Other state legislation updates include \$150 million allocated statewide for use over 5 years for Family Finding Engagement & Support. The California Department of Social Services (CDSS) will be asking counties to propose a strategy for use of this money.

CDSS is working with CWDA to reconsider the CalWORKs Eligibility and CalFresh Administration costs every three years. A group has formed and is meeting to address the CalFresh local share of the administration cost, which is typically 15%, with half coming from federal dollars and 35% comes from the state. The federal share is open-ended, while the state share is capped. Counties are requesting an evaluation of what is needed for the state’s share. When a county uses up all of its state funding, it uses local funding known as “overmatching.” San Francisco overmatches often. If the state would increase its allocation, counties would be able to use local funds for other purposes.

LOCAL

In food support news, Bayview Senior Services signed a lease in mid-September for the Food Empowerment Market at 5030 3rd Street. Bayview Senior Services is now preparing the space in and hiring staff in anticipation of opening to the public for in-person services later this year.

Many of the food programs established during the pandemic continue to operate. One program that has been phased out is the Isolation and Quarantine (I/Q) Food Delivery Helpline. The Helpline was established to get food to San Franciscans who needed to isolate or quarantine due to

COVID exposure. Over the past two years, the Helpline has served over 147,000 meals and +/-50,000 grocery bags to ~32,000 people in San Francisco. The three most-served zip codes were 94112 (Excelsior/Ingleside), 94124 (Bayview/Hunters Point), and 94110 (Mission/Bernal Heights).

Services at the Mission Food Hub have smoothly transitioned to the new provider, Dolores Street Community Services. The Mission Food Hub came to be a trusted community location during the emergency phase of the COVID-19 pandemic and will continue to provide services as the community recovers from the economic fallout of the pandemic.

SFHSA recently submitted a grant application for a guaranteed income pilot program for 150 youth who are exiting or have recently exited the foster care and juvenile probation systems; they would receive \$1,200 per month for 18 months. The State has committed \$35 million in funding statewide for pilot guaranteed income programs to evaluate how well these programs work to help people stabilize so that they can move forward with their lives and thrive.

FINANCE

The Cost of Doing Business (CODB) & Cost of Living Adjustment (COLA) process with the contracts team was more complicated this year at the City level. Initially, the City planned to provide a 5.25% COLA to staff at CBOs (community-based organizations) without addressing other cost issues that were occurring at the CBO level. During the local legislative process, there was a lot of advocacy for including CODB increases. The final approved budget for Fiscal Year 2022-2023 (FY23) allocates \$21 million for COLA and \$8.3 million for a Cost of Doing Business, which is an average of 4%. The contracts team is in the process of adding this increase to contracts for FY23 and beyond.

We continue to work with the Department of Homelessness and Supportive Housing (HSH) to demobilize the remaining COVID hotels. At its height, the system had 500 rooms. Most of the hotel residents are being relocated by HSH to permanent supportive housing. However, three of the hotels are remaining in the HSH portfolio as non-congregate shelters. A 4th hotel, in partnership with DPH, is being converted into a Managed Alcohol and Sobering Site.

ADMIN

HR

The City telecommute policy has changed. As of last week (September 12), all employees who are eligible for remote work are required to work onsite three-days per week from the previous two-days per week schedules. The Agency is working on new/updated telecommute agreements.

The Office of Diversity, Equity, Inclusion and Belonging (DEIB)

In late August, the SFHSA Mentorship Program started its second cohort with 16 mentees and mentors. For the next six months, mentees will

attend monthly learning labs facilitated by staff from the Office of Diversity, Equity, Inclusion, and Belonging (Office of DEIB) and Learning and Organizational Development Unit. Additionally, mentees will meet bimonthly with their mentors, who are SFHSA managers and supervisors. The Agency continues to partner with the SF Department of Human Resources to host half-day Growing Your Career Workshops with staff.

Disaster Preparedness

In collaboration with the Department of Emergency Management, the San Francisco Emergency Support Function (ESF) #6 Plan: Mass Care, Housing and Human Services base plan has been updated to reflect lessons learned from COVID and other mass care responses over the years. The plan is currently in review with both DEM and HSA. In the coming quarter, HSA will be updating the following companion appendices:

- Unaccompanied Minors Plan
- Citywide Food Access Plan
- Local Assistance Center Plan

Migrant Prep

Be ready for Movement of Migrants from the souther border states, of the sort engineered by Governors Abbot (Texas) and DeSantis (Florida). Interagency effort – much coordinated around initial sheltering, for which HSA is lead.

Commissioner Semel asked if there is an idea as to when this could happen, to which Deputy Director Kaplan replied no, and then added that he hopes the Texas and Florida governors halt this trend.

ESSS

Cost of Living Adjustment (COLA) to go into effect in October. CalWORKs COLA will be 21% and CAAP will be 11%.

Federal/State Audits

CF Management Evaluation. CDSS met with teams from 1235 Mission, 1440 Harrison, and 170 Otis as part of the annual Management Evaluation during the week of August 22. The final report based on the case reviews, staff interviews, and phone shadowing will arrive later this year. During the prior week, County management met with FNS and CDSS as part of two separate reviews, one for EBT, and the other for IEVS. Civil Rights Audit – which is mainly about being sure our programs meet a high standard of accessibility

CAAP

Since August 1, the Care not Cash program was reinstated. This means new CAAP clients and clients who are reapplying are offered guaranteed shelter. During the first 6 weeks of the Care not Cash reinstatement, CAAP has taken 446 referrals from unhoused individuals. These individuals are receiving a reduced grant along with guaranteed shelter. About 30% of applicants request shelter at the two designated sites (Next Door and MSC South) totaling 127 requests during this time frame. About 10% of the

total applicant pool are showing up at a shelter. We have completed a total of 45 reservation stays during this time frame. CAAP estimates that the current cashed out caseload will be reduced to a minimum in about 4-6 months due to projected caseload churn.

WDD

JobsNOW!: As a point of note, we have now crossed the 30,000 total placements milestone in the JobsNOW! Program’s lifetime. So far in the fiscal year, we have placed 52 people in Wage Subsidy jobs, and we currently have 102 Wage Subsidy agreements with employers. Across all of our JobsNOW tiers, we have made 265 unsubsidized and subsidized job placements this FY.

Digital Divide Initiative to equip clients with laptops or tablets, paired with digital literacy training and technical support. So far, we have served 267 clients through this initiative.

The new Immigrant Self-Sufficiency Services program to assist CalWORKs families with undocumented residents to provide pathways and case management to lead 100 families to economic self-sufficiency currently has 57 families enrolled and active and is in the process of outreaching to fill its remaining openings.

Housing Support Program (HSP): Placed 164 families in housing for Fiscal Year 2021-2022, with some change expected once July’s numbers are finalized. Since the program began, we have served 785 families in the Housing Support Program (through June 2022).

FAMILY & CHILDREN’S SERVICES (FCS)

The celebration for National Adoptions Day will be held on Friday, November 18 at the Court House. More details, including the start time and whether it will be virtual or in person, will be shared at the next commission meeting.

This year, the Holiday Event for foster youth and non-minor dependents will be in person for the first time since 2019 due to the COVID-19 pandemic. It will be held on Saturday, December 17 at the South San Francisco Conference Center.

EMPLOYEE OF THE MONTH AWARD

President Kahn announced Thu-Suong Vo, Protective Services Supervisor with Family & Children’s Services, as the September 2022 Employee of the Month. She was awarded an engraved desk clock, which she graciously accepted, thanking her colleagues and family.

CONSENT CALENDAR

On motion of Vice President McCray, seconded and unanimously carried, the Commission approved and ratified actions taken by the Executive Director since the July 28, 2022 Regular Meeting in accordance with Commission authorization of September 22, 2022:

1. Submission of request to encumber funds in the total amount of \$60,108,903 for purchase of services or supplies and contingency amounts.
2. Submission of 6 temporary positions for possible use in order to fill positions on a temporary basis made during the period 7/22/22 to 8/29/22.
3. Submission of 48 temporary appointments for possible use in order to fill positions on a temporary basis made during the period 7/22/22 to 8/29/22.

COMMISSION
TELECONFERENCED
MEETINGS
RESOLUTION

President Kahn presented the request to approve the resolution making findings to allow teleconferenced meetings with some members possibly appearing remotely under California government code section 54953(e).

RESOLUTION MAKING FINDINGS TO ALLOW TELECONFERENCED MEETINGS UNDER CALIFORNIA GOVERNMENT CODE SECTION 54953(e)
WHEREAS, California Government Code Section 54953(e) empowers local policy bodies to convene by teleconferencing technology during a proclaimed state of emergency under the State Emergency Services Act so long as certain conditions are met; and
WHEREAS, In March, 2020, the Governor of the State of California proclaimed a state of emergency in California in connection with the Coronavirus Disease 2019 (“COVID-19”) pandemic, and that state of emergency remains in effect; and
WHEREAS, In February 25, 2020, the Mayor of the City and County of San Francisco (the “City”) declared a local emergency, and on March 6, 2020 the City’s Health Officer declared a local health emergency, and both those declarations also remain in effect; and
WHEREAS, On March 11 and March 23, 2020, the Mayor issued emergency orders suspending select provisions of local law, including sections of the City Charter, that restrict teleconferencing by members of policy bodies; and
WHEREAS, On September 16, 2021, the Governor signed AB 361, a bill that amends the Brown Act to allow local policy bodies to continue to meet by teleconferencing during a state of emergency without complying with restrictions in State law that would otherwise apply, provided that the policy bodies make certain findings at least once every 30 days; and
WHEREAS, While federal, State, and local health officials emphasize the critical importance of vaccination and consistent mask-wearing to prevent the spread of COVID-19, the City’s Health Officer has issued at least one order (Health Officer Order No. C19-07y, available online at www.sfdph.org/healthorders) and one directive (Health Officer Directive No. 2020-33i, available online at www.sfdph.org/directives) that continue to recommend measures to promote physical distancing and other social distancing measures, such as masking, in certain contexts; and
WHEREAS, The California Department of Industrial Relations Division of Occupational Safety and Health (“Cal/OSHA”) has promulgated Section 3205 of Title 8 of the California Code of Regulations, which requires most employers in

California, including in the City, to train and instruct employees about measures that can decrease the spread of COVID-19, including physical distancing and other social distancing measures; and

WHEREAS, Without limiting any requirements under applicable federal, state, or local pandemic-related rules, orders, or directives, the City's Department of Public Health, in coordination with the City's Health Officer, has advised that for group gatherings indoors, such as meetings of boards and commissions, people can increase safety and greatly reduce risks to the health and safety of attendees from COVID-19 by maximizing ventilation, wearing well-fitting masks (as required by Health Officer Order No. C19-07), using physical distancing where the vaccination status of attendees is not known, and considering holding the meeting remotely if feasible, especially for long meetings, with any attendees with unknown vaccination status and where ventilation may not be optimal; and

WHEREAS, Consistent with the Mayor's orders and State law, the Human Services Commission met remotely during the COVID-19 pandemic through March 6, 2022; and

WHEREAS, On February 10, 2022, the Mayor issued an emergency order that (1) requires decision-making boards and commissions established in the Charter (with the exception of the Board of Supervisors) to hold meetings in person at a physical location where members of the public may attend and provide comment, (2) allows members of those boards and commissions to participate remotely in the in-person meetings for COVID-related health reasons, (3) allows but does not require subcommittees of those boards and commissions to meet in person at a physical location where members of the public may attend and provide comment, and (4) prohibits all other policy bodies (with the exception of the Board of Supervisors and its committees) from meeting in person under any circumstances, with limited exceptions; and

WHEREAS, the Human Services Commission began meeting in person consistent with the Mayor's February 10, 2022 order, allowing members to participate by video from a separate location for COVID-related health reasons and providing members of the public an opportunity to observe and provide public comment either in person or remotely; now, therefore, be it

RESOLVED, That the Human Services Commission finds as follows:

1. As described above, the State of California and the City remain in a state of emergency due to the COVID-19 pandemic. At this meeting, the Human Services Commission has considered the circumstances of the state of emergency.
2. As described above, because of the COVID-19 pandemic, conducting meetings of this body in person without allowing certain members of this body to attend remotely would present imminent risks to the health or safety of certain attendees due to COVID-19, and the state of emergency continues to directly impact the ability of those members to meet safely in person; and, be it

FURTHER RESOLVED, That for at least the next 30 days the Human Services Commission will hold in-person meetings, with some members possibly appearing remotely. All meetings of the Human Services Commission will provide an opportunity for members of the public to

address this body and will otherwise occur in a manner that protects the statutory and constitutional rights of parties and the members of the public attending the meeting via teleconferencing; and, be it FURTHER RESOLVED, That the Commission Secretary of the Human Services Commission is directed to place a resolution substantially similar to this resolution on the agenda of a future meeting of the Human Services Commission within the next 30 days. If the Human Services Commission does not meet within the next 30 days, the Commission Secretary is directed to place such a resolution on the agenda of the next meeting of the Human Services Commission.

On motion of Commissioner Coghlan McDonald, seconded and unanimously carried, the Commission approved the resolution making findings to allow teleconferenced meetings with some members possibly appearing remotely under California government code section 54953(e).

HOMELESSNESS
AND SUPPORTIVE
HOUSING FUND

Justin Chan, Principal Budget Analyst, presented the HOMELESSNESS AND SUPPORTIVE HOUSING FUND annual hearing.

On motion of Commissioner Coghlan McDonald, seconded and unanimously carried, the Commission approved the HOMELESSNESS AND SUPPORTIVE HOUSING FUND analysis of FY21-22 savings and the estimates of revenues for FY 22-23 pursuant to Administrative Code Section 10.100-77(e).

SAN FRANCISCO
COMMUNITY
COLLEGE DISTRICT

Karina Zhang, Program Support Analyst, presented the request to enter into a new grant agreement with SAN FRANCISCO COMMUNITY COLLEGE DISTRICT.

Vice President McCray asked if this is a new partnership, to which Karina replied that the collaboration with SF Community College District has been ongoing since 2002.

On motion of Commissioner Coghlan McDonald, seconded and unanimously carried, the Commission approved the request to enter into a new grant agreement with the SAN FRANCISCO COMMUNITY COLLEGE DISTRICT to provide Title IV-E training services; for the period of October 1, 2022 through September 30, 2027; in the amount of \$6,106,105, plus a 10% contingency, for a total grant amount not to exceed \$6,716,716.

BAY AREA LEGAL
AID

Cindy Ward, Homeless Benefits Linkage Manager, presented the request for authorization to enter into a new grant agreement with BAY AREA LEGAL AID.

On motion of Vice President McCray, seconded and unanimously carried, the Commission approved the request to modify the existing grant agreement with BAY AREA LEGAL AID for the provision of Housing Disability & Advocacy Program (HDAP) Services; for the period of September 1, 2022 through June 30, 2023; in the additional amount of

\$432,429, plus a 10% contingency, for a revised total grant amount not to exceed \$2,625,905.

SENECA FAMILY OF AGENCIES

Vanetta Hall Dunlap, Program Support Analyst, presented the request to modify the existing grant agreement with SENECA FAMILY OF AGENCIES.

On motion of Commissioner Coghlan McDonald, seconded and unanimously carried, the Commission approved the request to modify the existing grant agreement with SENECA FAMILY OF AGENCIES to provide mobile response, intensive care coordination and emergency placement for high needs foster youth; for the period of October 1, 2022 through June 30, 2023; in the additional amount of \$1,680,000, plus a 10% contingency, for a revised total grant amount not to exceed \$9,773,882.

FARMING HOPE

Cindy Lin, Food Manager, presented the request for authorization to modify the existing grant agreement with FARMING HOPE.


On motion of Commissioner Coghlan McDonald, seconded and unanimously carried, the Commission approved the request to modify the existing grant agreement with FARMING HOPE for an increase in the number of meals offered to the community and to hire and train additional cohorts of culinary apprentices; for the period of May 1, 2022 through April 30, 2023; for an additional amount of \$350,000, plus a 10% contingency, for a revised total grant amount not to exceed \$642,400.

GENERAL PUBLIC COMMENT

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

ADJOURNMENT

President Kahn adjourned the meeting at 10:30 am.



Elizabeth LaBarre, Commission Secretary
Human Services Commission

Posted: August 15, 2022