

# SAN FRANCISCO HUMAN SERVICES COMMISSION

## REGULAR MEETING OF THURSDAY, SEPTEMBER 28, 2017 AT 9:30 a.m.

Ronald H. Born Auditorium – 170 Otis Street

### DISABILITY ACCESS

The Commission's meeting room, Ronald H. Born Auditorium, on the first floor at 170 Otis Street has accessible seating for persons with disabilities (including those using wheelchairs). The closest accessible BART Station is at 16<sup>th</sup> and Mission Streets. Accessible MUNI Lines are the 14-Mission, 49-Mission/VanNess, and 9-San Bruno. All the MUNI Metro Lines are accessible. Accessible curbside parking has been designated at points on the 100 block of Otis Street. To obtain a disability-related modification or accommodation, including auxiliary aids, services or sign language interpreters to participate in the meeting, please contact the Commission Secretary at 557-6540 at least two business days before the meeting to help insure availability. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals

### TRANSLATION SERVICES

Interpreters for languages other than English are available on request. Please contact the Commission office at 557-6540 at least two business days before a meeting.

### KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Chris Rustom with the Sunshine Ordinance Task Force at 554-7724, Fax 554-7854, e-mail: [Chris.Rustom@sfgov.org](mailto:Chris.Rustom@sfgov.org), City Hall Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689. Copies of the Sunshine Ordinance may be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org).

### LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Section 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, SF 94102, (415) 252-3100; FAX (415) 252-3112; and web site <http://www.sfethics.org>.

### SUBMITTING WRITTEN PUBLIC COMMENT TO THE COMMISSION

Persons who are unable to attend the public meeting may submit to the Commission, by the time the proceedings begin, written comments regarding the subject of the meeting. These comments will be made a part of the official public record, and brought to the attention of the Human Services Commission and the Department of Human Services. Written comments should be submitted to the Commission Secretary, Post Office Box 7988, San Francisco, CA 94120.

### ORAL PUBLIC COMMENT TO THE COMMISSION

Public comment will be taken on each item being considered by the Commission prior to the Commission's vote.

### EXPLANATORY DOCUMENTS RELATED TO AGENDA ITEMS

Copies of explanatory documents are available through the Commission Secretary (415 557-6540) during normal business hours. They can be faxed or mailed to you upon request. They are now also available at the department's web site <http://www.ci.sf.ca.us/>

### SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

### IN COMPLIANCE WITH SENATE BILL 343'S AGENDA NOTICE REQUIREMENT

If any materials related to an item on this agenda have been distributed to the Human Services Commission after distribution of the agenda packet, those materials are available for public inspection in the Office of the Commission Secretary located at 170 Otis Street, 8<sup>th</sup> Floor.

## AGENDA

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|------|--|----------------|
| I.   | Roll Call  | President Kahn |
| II.  | Adoption of Agenda   |                |
| III. | Adoption of the Minutes of the: August 24, 2017 Regular Meeting  |                |
| IV.  | The Executive Director's Report: A. State and City legislation and budget reports<br>B. Family and Children's Services<br>C. Economic Support and Self-Sufficiency Services<br>D. Administration and other issues            | Trent Rhorer   |
| V.   | Presentation of the September 2017 Employee of the Month Award<br>ROCIO MENDOZA, HSA Operations Team   | President Kahn |
| VI.  | Consent Calendar -- Submitted for a single vote without discussion unless a Commissioner so requests in which event the matter to be discussed shall be removed from the consent calendar and considered as a separate item: | President Kahn |

- A. Requesting ratification of actions taken by the Executive Director since the August 24, 2017 regular meeting in accordance with Commission authorization of September 28, 2017:
  - 1. Submission of requests to encumber funds in the amount of \$0 for purchase of services or supplies and contingency amounts;
  - 2. Submission of 3 temporary positions for possible use in order to fill positions on a temporary basis;
  - 3. Submission of report of 84 temporary appointments made during the period of 8/16/17 thru 9/15/17

VII. COMMISSION BUSINESS --- ACTION ITEMS

- A. Update – Human Services Agency Fiscal Year 2017-2018 and Fiscal Year 2018-2019 Budget Dan Kaplan
- B. Requesting authorization to enter an agreement with the CALIFORNIA DEPARTMENT OF SOCIAL SERVICES to administer the 2011 Realignment Contract Special Account on behalf of the 58 counties of California. Joseph Huang
- C. Requesting authorization to modify the existing grant with EPISCOPAL COMMUNITY SERVICES OF SAN FRANCISCO for the provision of Medi-Cal Benefits Linkage Services; during the period of July 1, 2017 through June 30, 2018; in the additional amount of \$42,276 plus a 10% contingency for a total amount not to exceed \$256,105. La'Shenna Sirles
- D. Requesting authorization to modify the existing grant with RICHMOND AREA MULTI-SERVICES, INC. for the provision of Medi-Cal Benefits Linkage Services; during the period of July 1, 2017 through June 30, 2018; in the additional amount of \$42,276 plus a 10% contingency for a total amount not to exceed \$217,764. La'Shenna Sirles
- E. Requesting authorization to modify the grant agreement with CHILD AND FAMILY POLICY INSTITUTE OF CALIFORNIA to provide CalWORKs Strategic Initiative Services; during the period of November 1, 2017 through October 31, 2018; in the additional amount of \$621,062 plus a 10% contingency for a total amount not to exceed \$1,827,168. Noelle Simmons
- F. Requesting authorization to modify the grant agreement with ARRIBA JUNTOS to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$60,764, plus a 10% contingency for a total amount not to exceed \$839,058. Christina Iwasaki
- G. Requesting authorization to modify the grant agreement with CATHOLIC CHARITIES CYO to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$9,847, plus a 10% contingency for a total amount not to exceed \$137,418. Christina Iwasaki
- H. Requesting authorization to modify the grant agreement with CENTER ON JUVENILE AND CRIMINAL JUSTICE to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$43,731, plus a 10% contingency for a total amount not to exceed \$610,275. Christina Iwasaki
- I. Requesting authorization to modify the grant agreement with CENTRAL CITY HOSPITALITY HOUSE to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$45,194, plus a 10% contingency for a total amount not to exceed \$526,965. Christina Iwasaki
- J. Requesting authorization to modify the grant agreement with EPISCOPAL COMMUNITY SERVICES OF SAN FRANCISCO to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$51,985, plus a 10% contingency for a total amount not to exceed \$724,463. Christina Iwasaki
- K. Requesting authorization to modify the grant agreement with MISSION HIRING HALL to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$34,451, plus a 10% contingency for a total amount not to exceed \$430,833. Christina Iwasaki
- L. Requesting authorization to modify the grant agreement with SWORDS TO PLOWSHARES to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$27,193, plus a 10% contingency for a total amount not to exceed \$379,485. Christina Iwasaki
- M. Requesting authorization to modify the grant agreement with TOOLWORKS, INC. to provide Homeless Employment Collaborative Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$19,528, plus a 10% contingency for a total amount not to exceed \$273,686 Christina Iwasaki
- N. Requesting authorization to modify the grant agreement with EPISCOPAL COMMUNITY SERVICES OF SAN FRANCISCO to provide the Conquering Homelessness through Employment in Food Service program; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$43,169, plus a 10% contingency for a total amount not to exceed \$566,993. Christina Iwasaki
- O. Requesting authorization to modify the grant agreement with EPISCOPAL COMMUNITY SERVICES OF SAN FRANCISCO to provide Vocational and Employment Services; during the period of September 1, 2017 through December 31, 2017; in the additional amount of \$27,595, plus a 10% contingency for a total amount not to exceed \$310,564 Christina Iwasaki

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| P.    | Requesting authorization to modify the grant agreement with HAMILTON FAMILIES to provide Housing Locator and Housing Connector Services; during the period September 1, 2017 to June 30, 2020; in the additional amount of \$1,415,350, plus a 10% contingency for a total amount not to exceed \$7,933,173.  | Christina Iwasaki |
| Q.    | Requesting authorization to enter into a new contract agreement with CIRCLEPOINT to provide Brand Identity Development and Development of an External Communications Plan; during the period December 1, 2017 to April 30, 2019; in the amount of \$246,675 plus a 10% contingency for a total amount not to exceed \$271,343.  | Chandra Johnson   |
| R.    | Requesting authorization to modify the existing grant with HUCKLEBERRY YOUTH PROGRAMS for the provision of Crisis Intervention and Case Management Services for Commercially Sexually Exploited Children/Young Adults (CSEC/YA); for the period of July 1, 2017 to June 30, 2018, in the additional amount of \$63,406 plus a 10% contingency for a revised total grant amount not to exceed \$1,003,075. | Karina Zhang      |
| S.    | Requesting authorization to renew an existing grant with COMPASS FAMILY SERVICES for the provision of Homeless Case Management; for the period of July 1, 2017 through June 30, 2018; in the amount of \$595,000 plus a 10% contingency for a total grant amount not to exceed \$654,500.   | Jason Holthe      |
| T.    | Requesting authorization to enter into a new grant with SAN FRANCISCO COMMUNITY COLLEGE DISTRICT for the provision of Title IV-E Specialized Training Services; for the period of October 1, 2017 to September 30, 2020, in the amount of \$1,202,850 plus a 10% contingency for a revised total grant amount not to exceed \$1,323,135.  | Maggie Donahue    |
| VIII. | PUBLIC COMMENT – Comments from the public will be received at this time re matters under the jurisdiction of the Human Services Commission  | President Kahn    |
| IX.   | CLOSED SESSION – Pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b): Public Employee Performance Evaluation – Human Services Agency Executive Director Trent Rhorer   |                   |
| X.    | RECONVENE IN OPEN SESSION   |                   |
| XI.   | VOTE – To elect whether to disclose any or all discussion held in Closed Session (San Francisco Administrative Code Section 67.12.)   |                   |
| XII.  | GENERAL PUBLIC COMMENT – On any matter within the subject matter jurisdiction of the Human Services Commission  |                   |
| XIII. | Adjournment   |                   |

Posted 9.22.17