

DEPARTMENT OF DISABILITY AND AGING SERVICES
(DAS) COMMISSION
MINUTES MAY 4, 2022

CALL TO ORDER AND WELCOME/President Martha Knutzen

Commissioner Knutzen called our hybrid meeting to order in City Hall room 416 and virtually and 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 Sascha Bittner, Wanda Jung, President Martha Knutzen, Nelson Lum, Vice President Janet Y. Spears

Absent: Commissioners Michelle Carrington and Barbara Sklar

DAS Executive Director, Kelly Dearman, was present.

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.

A motion to approve the amended April 6, 2022 DAS Commission Meeting Minutes.

The motion was unanimously approved.

Absent: Commissioners Michelle Carrington and Barbara Sklar

RESOLUTION TO HOLD IN-PERSON MEETING WITH SOME MEMBERS POSSIBLY APPEARING REMOTELY.

President Knutzen read the resolution to hold in person meetings with some commission members possibly appearing remotely.

No public comment.

A motion to approve the resolution to hold in-person meeting with some members possibly appearing remotely.

The motion was unanimously approved.

Absent: Commissioners Michelle Carrington and Barbara Sklar

AUTHORIZATION TO ALLOW THIRD-PARTY PRESENTERS WHO ARE NOT CITY EMPLOYEES TO ATTEND COMMISSION MEETINGS VIRTUALLY, PENDING ANY CALIFORNIA GOVERNMENT CODE CHANGE OR MAYORAL SUPPLEMENT TO THE EMERGENCY PROCLAMATION.

President Knutzen read the resolution to authorize third-party presenters who are not city employees to attend and present commission meetings virtually pending any government changes or supplements to the Mayoral Emergency Proclamation

No public comment.

A motion to approve the authorization to allow third-party presenters who are not city employees to attend commission meetings virtually, pending any California government code change or mayoral supplement to the emergency proclamation.

The motion was unanimously approved.

Absent: Commissioners Michelle Carrington and Barbara Sklar

EXECUTIVE DIRECTOR REPORT/Kelly Dearman

Executive Director Dearman started this month's update with federal updates on U.S. Aging with priorities to promote success of healthy aging in the community, supporting community-based options to make it possible for older adults to age well at home and in their community, and better equip care givers with a higher level of support. The last priority is to strengthen systems to support an aging America with technology and stronger infrastructure that our demographic needs.

On the state level, the master plan on aging was looked at and the committee to implement the master plan recommended a 2-year implementation time. The state association is also learning on how to connect AAA's with Cal Aim.

On the local level Laguna Honda Hospital recently lost their ability to receive Medicaid and Medicare programs but have not lost their license to operate as a nursing facility. DAS is in

contact with the 114 Laguna residents that are under the office of the Public Guardian and are monitoring the care of those individuals.

EMPLOYEE OF THE MONTH

- Executive Director Dearman and the DAS Commission honored Lisa McCarthy who is a Social Worker for IHSS since 2006. Lisa shows compassion, patience, and respect for her 300-recipient caseload and has a gift for fostering meaningful relationships with clients and colleagues as well.
- Lisa then addressed and thanked the commission and Executive Director Dearman and said how grateful she was to be able to help people everyday for her job. She then gave praise to her fellow IHSS coworkers that make her career fun and enjoyable to work with. They all work together and have played a large role in her life and career.
- President Knutzen thanked Lisa and spoke of how this is always the high point of the commission meeting.

ADVISORY COUNCIL REPORT/Diane Lawrence

Advisory Council President's Report to the Commission on Disability and Aging Services, President Knutzen noted that Advisory Council President Diane Lawrence is currently on vacation and submitted her report to the commission that was part of the month's docket.

NO PUBLIC COMMENT.

JOINT LEGISLATIVE REPORT/Diane Lawrence

Joint Legislative Report to the Commission on Disability and Aging Services

Advisory Council President Lawrence is on vacation and her written report was submitted to the commission and was included in their monthly docket.

CASE REPORT/Daniel Gallagher

CASE Report to the Commission on Disability and Aging Services

This month's presentation was focused on informed care with the hope to engage outside organizations to understand the mental health landscape for older adults. In May they are looking forward to addressing the increased need for mental health services for disabled adults and those who are isolated by the pandemic. The next group meeting is May 25th and they are looking forward to connecting non-profits in the next CASE reopening discussion group

No public comment.

Item 12 is GENERAL PUBLIC COMMENT.

NO PUBLIC COMMENT

OLD BUSINESS

None

NEW BUSINESS

ITEMS A IS AN INFORMATIONAL ITEMS THAT DO NOT REQUIRE A VOTE BY THE COMMISSION.

14A. CLF 6 Month Report and Annual Plan – INFORMATION ONLY (Presented by Fanny Lapitan)

Fanny Lapitan presented a 6 month report covering July through December 2021 for the Community Living Fund (CLF). The CLF was created in 2006 through a San Francisco ordinance that requires that services and costs are reported every 6 months and this report fulfills this. The Institute on Aging is the current contractor who serves San Francisco adult residents with income up to 300% of the federal poverty level.

The Community Living Program includes housing fund that provides housing and assistance to individuals with a public guardian and meet the criteria. CLF serves 282 participants with referrals for White individuals at 35%, Black and African-Americans at 21%, Latin 11%, and Asians at 19%.

Commissioner Jung had a question regarding the systemic trends and was pleased to see the improvements in outreach. Commissioner Jung noted that the costs have gone down over time and asked how have the cost decreased, presenter Lapitan responded that the number of participants has been reduced and referrals because of the pandemic.

PUBLIC COMMENT

No public comments.

ITEMS B through J ARE ACTION ITEMS AND REQUIRE A VOTE BY THE COMMISSION.

14B. Review and approval of Dignity Fund Community Needs Assessment. (Presented by Melissa McGee)

Melissa McGee, the program manager with the Office of Partnerships presented this item to request to approve the Needs Assessment as a follow up to the motion on April 6th. Legislation outlined the planning process that began in the fiscal year 2018 and repeats every 4th year. This is the 2nd Needs Assessment representing the planning process. These findings will affirm the

development of the service and allocation plan to assist the department in funding program priorities for the next 4-year cycle.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14C. Requesting authorization to enter into a new grant with CURRY SENIOR CENTER for the provision of LGBT+ Mental Health Connections and Technology Support; during the period of May 1, 2022 through June 30, 2024, in an amount of \$1,300,000, plus a 10% contingency for a total amount not to exceed \$1,430,000. (Presented by Michael Zaugg)

Presenter Mike Zaugg let the commission know he was very happy for the launch of this new program with DAS and community partners for the LGBTQ mental health connection and technology support program. In reference to the LGBTQ older adult survey showed that the impact of the pandemic was there and severe. The need was to focus on the barriers and mental health services and resources in the community as well as the need to build and provide capacity to clients.

Commissioner Jung echoed President Knutzen's excitement in this project and noted this item identified the need for outreach and referrals. Vice President was pleased as well to see this project going forward speedily.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14D. Requesting authorization to modify the existing grant with The ARC SF for the provision of Supportive Employment Services program during the period of May 1, 2022 through June 30, 2022; in the additional amount of \$40,000 plus a 10% contingency for a revised total amount not to exceed \$359,145. (Staff: Justin Chico will present the item)

Presenter Justin Chico presented for the ARC which is a San Francisco supportive employment service program which gives opportunities for adults with disabilities to assist in employment.

Commission Bittner commented on how supportive she is of this program and Commissioner Lum had a question if any of the participants were veterans and presenter Chico let him know he would get back to him with that answer. Commissioner Jung commented how pleased to see how successful the program is and wanted to compliment the staff on clearly explaining the modifications and exactly how the additional funds will be used.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14E. Requesting approval of a sole source waiver exemption and authorization to enter into a new sole source grant with SteppingStone for the provision of Enhanced Care Coordination for Adult Day Health Care; for the period of July 1, 2022 through June 30, 2027; in the amount of \$3,278,345, plus a 10% contingency, for a total amount not to exceed \$3,606,180. (Fanny Lapitan will present)

Fanny Lapitan presented to request to enter in a new grant to provide enhanced care coordination. This will allow the next generation of older adults to maintain successful community living. Stepping Stone's services through staff, nurses, therapists and support are well beyond the state's community base adult service requirements.

A commissioner questioned if this represents a new model program and is this a new location and presenter Lapitan responded that this is a known existing model and this was a new location in Mission Creek.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14F. Requesting authorization to enter into a new contract with Unite Us for the provision of DAS Online Resource Directory; for the time period of May 1, 2022 to April 30, 2025; in the amount of \$798,750 plus a 10% contingency for a total amount not to exceed \$878,625. (Cindy Kauffman will present the item)

Presenter Cindy Kaufman announced the beginning of a new online resource directory for residents and community providers. This item will develop, identify challenges, and maintain a site to provide an online resource directory. Once built the directory will be supported and maintained by Unite Us and will be usable by computers, laptops, tablets, and smart phones.

Vice President Spears was pleased to see this moving forward and Commissioner Bittner concurred and asked what is the timeline and if it will be in other languages and presenter Kauffman replied that the contract is for 3 years and they are planning to have a number of languages.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14G. Requesting authorization to enter into a new grant agreement with Openhouse for the provision of Housing Resource List during the period of July 1, 2022 through June 30, 2026; in the amount of \$108,000 plus a 10% contingency for a total amount not to exceed \$118,800. (Paulo Salta will present the item)

Analyst from the resource hub Paulo Salta presented for Openhouse to grant them access to maintain a list of affordable housing opportunities for older adults and persons with disabilities. OpenHouse will update and distribute the resource list monthly.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14H. Requesting authorization to modify the existing grant agreements with multiple providers for the provision of Aging and Disabilities Resource Centers (ADRC); for the period of May 1, 2022 to June 30, 2024; in the additional amount of \$639,460 plus a 10% contingency for a total amount not to exceed of \$4,573,749. (Sara Hofverberg will present the item)

Sara Hofverberg from the Office of Community Partnerships requesting authorization for funds to support Chinese, Spanish, and language capacity for the age and disability resource center network and translation services throughout San Francisco.

President Knutzen commented that she was very pleased that we are moving forward to ensuring a bilingual staff and the ideas were terrific especially concerning public safety on public transportation.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14I. Requesting authorization to modify the existing grant agreement with Glide Foundation for the provision of Meal Services for Department of Disability and Aging Services Clients; during the period of July 1, 2021 through June 30, 2022; in the additional amount of \$300,000 plus a 10% contingency for a total grant amount not to exceed \$7,014,154. (Tiffany Kearney will present the item)

Program Analyst and lead nutritionist Tiffany Kearney is asking the commission to approve this item with the Glide Foundation that supports the free meal program. This modification adds \$300,000 to the budget this year to help offset increased costs. This free meal program offers breakfast, lunch, and dinner and is open 364 days a year focusing on serving low income individuals living in the Tenderloin and South of Market neighborhoods.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

14J. Requesting authorization to enter into new grant agreements with multiple providers for the provision of Community Ambassador services during the period of May 1, 2022 through June 30, 2024; in a combined amount of \$591,668, plus a 10% contingency for a total amount not to exceed \$650,834. (Staff: Hanna Blanton will present the item)

Staff Hanna Blanton presented this item for approval of 2 grant agreements to establish community ambassador programs. These programs include trained staff to serve and inform the communities.

President Knutzen asked if these programs were targeting specific sites or districts and staff Blanton let her know that the services were not focusing services to a specific district but city wide. Commissioner Lum asked if the ambassadors are going to be employees funded by the city or hired by other organizations and presenter Blanton let him know they would not be city employees but staffed by the organizations.

PUBLIC COMMENT

No public comments.

A motion to approve.

The motion was unanimously approved.

Absent: Commissioner Michelle Carrington

That concluded the action items on the agenda.

Announcements

Vice President Spears had a question for Executive Director Dearman in reference to the redistricting and how that will impact service from DAS and ED Dearman replied that despite the redistricting DAS will continue to serve all SF residents.

Adjournment

Meeting adjourned at 11:20am by President Knutzen