

SAN FRANCISCO HUMAN SERVICES COMMISSION
SPECIAL MEETING OF WEDNESDAY, APRIL 26, 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 16th 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 curb-side parking has been designated at points on the 100 block of Otis Street. To obtain a disability-related modification or accommodation, including auxiliary aids or services to participate in the meeting, please contact the Commission Secretary at 557-6431 at least two business days before the meeting. 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. Sign language interpreters are also available on request. For either accommodation, contact the Commission office at 557-6431 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., 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.

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 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. To facilitate the conducting of the meeting, those wishing to speak are requested to complete a speaker card and present them to the Commission Secretary; providing the speaker's name is optional.

EXPLANATORY DOCUMENTS RELATED TO AGENDA ITEMS

Copies of explanatory documents are available through the Commission Secretary (415 557-6431) 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, 8th Floor.

A G E N D A

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| I. | Roll Call | President Kahn |
| II. | Adoption of Agenda | |
| III. | Adoption of the Minutes of the March 23, 2017 Regular Meeting | |
| IV. | The Executive Director's Report:
A. State and City legislation and budget reports
B. Family and Children's Services
C. Economic Support and Self-Sufficiency Services
D. Administration and other issues | Trent Rhorer |

- V. Presentation of the April 2017 Employee of the Month Award to Supplemental Security Income Case Manager Victor Tran 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.
- A. Requesting ratification of actions taken by the Executive Director since the March 23, 2017 Regular Meeting in accordance with Commission authorization of June 23, 2016:
1. Submission of requests to encumber funds in the total amount of \$730,058 for purchase of services or supplies and contingency amounts;
 2. Submission of 2 temporary positions for possible use in order to fill positions on a temporary basis;
 3. Submission of 46 temporary appointments made during the period of 3.14.17 thru 4.12.17
- VII. COMMISSION BUSINESS – ACTION ITEMS
- A. Requesting authorization to proclaim May 2017 Foster Care Month Sophia Isom
- B. Requesting adoption of resolution proclaiming May 2017 CalFresh Awareness and Action Month Leo O'Farrell
- C. Requesting authorization to modify the existing grant with FAMILY BUILDERS BY ADOPTION for provision of Adoption and Permanency Services; during the period of July 1, 2016 through June 30, 2019; in the additional amount of \$100,000 plus a 10% contingency for a revised total grant amount not to exceed \$2,050,865. Pamela Salsedo
- D. Requesting authorization to enter into a new grant with AMERICAN RED CROSS BAY AREA CHAPTER for provision of Fiscal Intermediary Services for the Hotel Extension Program; during the period of July 1, 2016 through June 30, 2018; in the amount of \$120,000 plus a 10% contingency for a total grant amount not to exceed \$132,000. Benjamin Amyes
- E. Requesting authorization to renew the grant with DRESS FOR SUCCESS SAN FRANCISCO to provide Women's Interview Clothing Services; during the period of July 1, 2017 through June 30, 2018; in the grant amount of \$43,336, plus a 10% contingency for a total grant amount not to exceed \$47,670. Christina Iwasaki
- F. Requesting authorization to renew the grant with MISSION ECONOMIC DEVELOPMENT AGENCY to provide Tax Preparation Assistance Services; during the period of July 1, 2017 through June 30, 2019; in the grant amount of \$367,718 plus a 10% contingency for a total grant amount not to exceed \$404,490. Bill Wedemeyer
- G. Requesting authorization to modify the existing contract with RICOH, USA for provision of Back-File Conversion and Document Imaging Services; during the period of May 1, 2016 through June 30, 2018; in the additional amount of \$116,378 plus a 10% contingency for a revised total contract amount not to exceed \$286,686. Vladimir Rudakov
- H. Requesting authorization to enter into a new grant with CHILDREN'S COUNCIL OF SAN FRANCISCO for provision of Early Care and Education Integrated Services; during the period of July 1, 2017 through June 30, 2020; in the amount of \$185,667,143 plus a 10% contingency for a total grant amount not to exceed \$204,233,857. Sandra Naughton
- I. Requesting authorization to enter into a new grant with WU YEE CHILDREN'S SERVICES for provision of Early Care and Education Integrated Services; during the period of July 1, 2017 through June 30, 2020; in the amount of \$28,474,709 plus a 10% contingency for a total grant amount not to exceed \$31,322,180. Sandra Naughton
- J. Requesting authorization to renew the contract with EXYGY, INC. to continue build out of the San Francisco Human Services Agency.Org Website; during the period of July 1, 2017 through June 30, 2018; in the amount of \$330,475 plus a 10% contingency for a total contract amount not to exceed \$363,523. Jocelyn Everroad
- 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. ADJOURNMENT

Posted 4.20.2017