

**San Francisco IHSS Public Authority
 832 Folsom St., 9th Floor, San Francisco, CA
 Governing Body – Regular Meeting**

Minutes of May 10th, 2022

Governing Body

Members

Sascha Bittner

President

DAS Commission
 Representative

Robin Wilson-Beattie

Vice President

Younger Consumer
 Representative

Daisy McArthur

Secretary Union
 Representative

Alex Madrid

Treasurer Mayor's
 Disability Council
 Member

Haydee Hernandez

Independent IHSS
 Providers

Jesse Nichols

Younger
 Consumer
 Representative

**Call to Order
 and
 Roll Call**

Governing Body Members Present: Sascha Bittner, Daisy McArthur, Alex Madrid, Robin Wilson-Beattie, Haydee Hernandez, Jesse Nichols, Daisy McArthur

Not Present: Rita Semel

Also Present: Eileen Norman – *Executive Director*, Eren Gutierrez – *Deputy Director*, Rick Mena – *Director of Finance & Operations*

Review Agenda

Sascha Bittner, Vice President of the Governing Body, called the meeting to order at 1:12p.m. via RingCentral. A quorum of the members was present.

**Adoption of
 February , 2022,
 Minutes**

- The agenda was reviewed. Motion to approve the agenda was adopted.
- The minutes from the meeting on March 8th were reviewed. A motion to adopt the minutes was made by Alex Madrid. The motion was seconded by Robin Wilson-Beattie. Motions approved unanimously.

**President's
 Report**

- Discussed Telephone Reassessment Bill regarding annual IHSS assessments, proposing that reassessments can be done by phone every 2 years, in person every 3rd year for recipients with stable IHSS cases.
- Telephone Reassessment Bill is highly supported by CAPA and the government. Sascha and Alex





both submitted statements of support to IOA to present to the Assembly.

**Director's
Report**

- Two new staff members introduced and added to the office Rick Mena (Director of Finance & Operations) and Caitlin Wilson (Executive Assistant).
- In the past year, eight new hires have been added to the IHSS staff, this positive shift will allow IHSS to enhance Consumer and Provider services.
- All in-house management staff attended a Leadership Retreat that discussed the common strengths and shared values on the team in order to build a cohesive and impactful unit.
- The 5 year budget has been approved by the Board of Supervisors. The board expressed and shared influential testimony to how much IHSS has meant to them and their community.
- Supervisor Safaii requested to be a co-sponsor to moving our budget forward.
- Eileen is moving forward with meeting with Individual supervisors in hopes of them understanding IHSS within the demographics of their districts.

**Issues &
Reports**

Programs Report – Eren Gutierrez

- Eren presented a detailed program services overview displaying the last two months (March 2022 & April 2022) of activity: number of referrals (453), Mentorship, new Registry Provider applications, On-call consumers (assisted 214), Registry Provider activity, and other services activities.
- Eren discussed new focused pilot efforts that regard consumers who live alone, 120 days after initial interview, who have fallen through the cracks and are not aware of how to receive services.



Finance Report – Rick Mena

- Rick discussed the budget growth due to the addition of four positions (three new positions and one currently vacant) starting in July
- Fringe Benefit Rates and Payroll taxes increased due to additional positions.
- Aside from the IP Health Benefits, the operating budget received a 3% CODB increase.
- The SFHP health benefit rate increased significantly, so the budget reflects a larger percentage increase to continue to cover the cost of IP benefits.

**Board Seat
Updates and
Nominations**

- 7 new seats have been filled
- 4 seats open
- Handed out flyers for distribution

**Board Goal
Updates**

- One of the goals for the GB was to increase recruitment for open Governing Body Seats.
- 7 of the GB seats have been filled
- Multiple seats are open, including seats for direct care recipients over the age of 60.
- Recruitment flyers were distributed to GB members.
- All interested new GB members should reach out to Caitlin Wilson, Executive Assistant, for more information.

**Executive
Director
Performance
Review
Committee**

- Annual performance reviews are currently being conducted for all PA staff, and it is the duty of the Governing Body to conduct the evaluation for the Executive Director.
- The Governing Body formed a committee to conduct the ED performance evaluation. Committee including: Sascha Bittner, Alex Madrid, Robin Wilson-Beatie, Daisy McArthur.
- Alex Madrid suggested a 360 review.





Commission and Union Updates

- Daisy McArthur brought to attention an increased need for greater diversity among the shop stewards. Daisy will be attending the E-board meeting on May 23rd to learn further ways to push this issue.
- Alex Madrid announced that the MOD has been focused on accessibility to the shutdown of JFK road inside of Golden Gate Park has to be top priority.

Public Comments

No public comments were made

Meeting Evaluation

Governing Body members felt as though the meeting was helpful, effective towards future goals, expressive, and valuable.

Adjournment

Meeting adjourned at 2:30 pm

Next meeting will be held:

Date: Tuesday, June 14th, 2022

Time: 1:00 p.m – 2:30 p.m.

In Person/Virtual

832 Folsom St., 9th Floor

<https://v.ringcentral.com/join/277767869>

Ring Central Dial-in: 650-419-1505

Ring Central Conference I.D: 277767869





**Documents supporting agenda items are available for review at the Public Authority office:
832 Folsom Street, 9th Floor, San Francisco, CA 94107**

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The agenda and minutes and all related materials for Governing Body meetings are available in advance at the office of the Authority's Fiscal & Operations Manager, 832 Folsom Street, 9th Floor, San Francisco, CA 94107. All agendas and minutes are also accessible through our website: www.sfihsSPA.org. Minutes and agendas are also available at the Main Branch of the San Francisco Public Library at the Government Information Center, 5th Floor, 100 Larkin Street, San Francisco, CA 94102. Meeting notices, agendas and minutes are sent in advance for posting to the Clerk of the Board (Board.of.Supervisors@sfgov.org). Additional copies of the agenda and minutes and all related materials are on hand and available to the public at every board meeting (see below for time and locale).

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2. DISABILITY ACCESS

The location of the Governing Body meetings of the IHSS Public Authority is 832 Folsom Street, 9th Floor, Training Room. Regular meetings are held the second Tuesday of every odd-numbered month, 1-3 p.m., and are open to the public. Meeting dates in 2022: January 11th, March 8th, May 10th, July 12th, September 13th, and November 15th. Our offices are on the 9th Floor. All locations are wheelchair accessible. (Also please note that due to the pandemic some of these meetings will be held virtually, until further notice.)

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The following services will be made available on request 72 hours prior to the meeting:

- American Sign Language (ASL) Interpreters
- Large-print copies of the meeting agenda

Contact IHSS Public Authority 415-243-4477





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AUTHORITY

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