



**San Francisco IHSS Public Authority Governing Body –
 Strategic Planning Meeting Agenda**

Date:	Wednesday, May 13, 2026
Time:	1:00 pm – 4:00 pm
Location:	832 Folsom Street, 9 th Floor
Virtual Option:	https://v.ringcentral.com/join/905048011?pw=6f0666df790806c1201e90189fe6bf4d Ring Central Dial-In: (267) 930-4000 United

Time	Topic	Details
12:00 – 1:00 pm	Lunch	Korean Bobcha Cuisine
1:00 – 1:30 pm	Welcome & Opening Remarks	Overview of session goals
1:30 – 2:00 pm	Committee Overview & Best Practices (Hagar D.)	Discussion with Hagar D.
2:00 – 2:45 pm	Committee Breakout Sessions	Legislative, Training, Governance, Programs
2:45 – 4:00 pm	Group Reconvene & Next Steps	Quick share-outs (if time allows) + next steps



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

1. KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

It is the duty of government and public agencies, such as the IHSS Public Authority, to serve the public, reaching decisions in full view of anyone interested in the subject. Both the state Brown Act and the San Francisco Sunshine Ordinance assure that deliberations are conducted before the people and that pertinent operations are open to the people's review.

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).

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report what you consider to be a violation of it, contact the Sunshine Ordinance Task Force by mail: Administrator of the Sunshine Ordinance Task Force, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689; by phone: (415) 554-7724; by fax: (415) 554-7854; or by email: sotf@sfgov.org. Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter 67 of the San Francisco Administrative Code on the Internet at <http://www.sfbos.org/sunshine>.

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.)

For **all meetings**, the closest BART station is Powell Street. Accessible MUNI lines are #30 and #45, although bus service may be disrupted by heavy ongoing construction in the area. The closest MUNI Metro station is on Market (at Powell). There is accessible parking in the Mission & 5th Street Parking Garage.





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

In order to assist the IHSS Public Authority's effort to accommodate persons with severe allergies, environmental illness, 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 Authority to accommodate participation by these individuals.





SFIHSS PUBLIC
AUTHORITY

San Francisco IHSS Public Authority
832 Folsom Street, 9th Floor
San Francisco, CA 94107-1123
Phone: 415-243-4477 / Fax: 415-243-4407





Governing Body Members

Robin Wilson-Beattie
President
Younger Consumer Representative

Edda Mai Johnson
Vice President
Older Consumer Representative

Sascha Bittner
DAS Commission Representative

Daisy McArthur
Secretary
Union Representative

Nicole Bohn
Treasurer
Older Consumer Representative

Luana McAlpine
Independent IHSS Provider

Jesse Nichols
Younger Consumer Representative

Keontae Clark
Younger Consumer Representative

Jane Redmond
Older Consumer Representative

Mara Math
Older Consumer Representative

Ted Jackson
Younger Consumer Representative

San Francisco IHSS Public Authority
832 Folsom St., 9th Floor, San Francisco, CA
Governing Body Strategic Planning Meeting
Minutes of May 13th, 2026

Date: Tuesday, May 13th, 2026

Time: 1:00 p.m. – 4:00 p.m.

Place: In-person

Ring Central Dial-in: +12679304000

Ring Central Conference I.D: 905048011

Roll Call

Governing Body Members present:

- Robin Wilson-Beattie
- Jane Redmond
- Luana McAlpine
- Mara Math
- Edda Mai Johnson
- Jane Redmond
- Nicole Bohn
- Daisy McArthur

Virtual:

- Ted Jackson

Also Present:

- Eileen Norman, Executive Director
- Hagar Dickman, Director, California Long-Term Services and Supports Advocacy

Welcoming & Open Remarks

- The meeting was called to order by Eileen, who provided an overview of the agenda and outlined the structure and purpose of the breakout sessions.
- Members were instructed to introduce themselves. Each member introduced



themselves and spoke to the purpose of their participation, including their goals for working within and alongside the Public Authority.

- Hagar introduced herself as an attorney with Justice in Aging and provided an overview of the organization’s mission and current program areas.
- She also shared her prior experience advocating for individuals with disabilities and older adults, particularly in the context of legal representation and the protection of rights.

**Committee
Overview &
Best Practices**

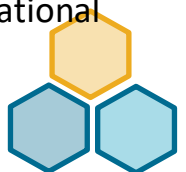
- Hagar began her presentation by describing her work, including policy development and where policy is created and implemented.
- She reviewed different types of policy, including administrative, legislative, and local policy.
- She discussed the importance of connecting personal narratives to policy development and advocacy.
- Hagar led members through an interactive exercise using examples to practice identifying and engaging with policy concepts.
- Members were asked to draw on their personal experiences to support or oppose the policy examples provided.
- She emphasized the importance of connecting policy to on-the-ground, real-world impact.

**Committee
Breakout
Sessions**

- The group took a 10-minute intermission.
- Upon return, Eileen outlined each committee group, explaining the purpose and goals of each, and emphasized storytelling advocacy as a consistent theme across all committees.



- Members were asked whether they preferred to split into groups or review all committees together, and members agreed to review them together.
- Eileen began with the Legislative Committee. EA Caitlin Wilson distributed supporting materials, including a District Supervisor list and a map of providers and districts.
- Members were encouraged to incorporate personal stories when considering how to engage district supervisors.
- Member Nicole B. asked whether, given San Francisco's current coverage within average hours, partnership with other counties was necessary or if the effort was redundant.
- Eileen responded that the item is currently included in the proposed budget and that the May Revision had not yet been released, but the proposal remains active.
- Member Ms. Daisy suggested engaging with Nancy Pelosi during the Father's Day period while she is in town and emphasized the continued strength and growth of the program. She also suggested inviting Kelly Dearman (ACSP) to a future Governing Body meeting. Eileen responded that she would explore availability, noting current scheduling constraints due to budget planning.
- Eileen reiterated the importance of members who are passionate about the Legislative Committee developing and sharing personal narratives to support advocacy efforts and indicated she would provide assistance in developing those stories.
- Eileen then transitioned to the Programs Committee and described its focus on program development. EA Caitlin Wilson distributed the Public Authority organizational



chart, including staff and program information.

- Eileen reviewed departmental functions and invited members to identify topics they would like to learn more about, with the option of inviting staff to future Governing Body meetings.
- Member Nicole B. expressed interest in learning more about Recruitment and Engagement. Eileen responded that Jony Nunez (Recruitment and Engagement Manager) would be scheduled to present on this topic.
- Member Robin W. inquired about the mentorship program and its outcomes and requirements, and Eileen responded that Dave (Mentorship Manager) would be invited to a future meeting to provide an overview.
- Member Ms. Daisy suggested inviting the front desk receptionist to speak about daily client interactions.
- Member Edda J. noted interest in community engagement coordinators and suggested the possibility of venue space.
- Eileen then moved to the Governance Committee. EA Caitlin Wilson distributed the bylaws to members. Eileen noted that the bylaws are outdated and require revision. She explained that any changes would require a formal vote and submission to City Hall, and clarified that bylaw revisions are intended to guide the future of the organization.
- Eileen noted that updates are needed regarding board seats, including the vacant Health Commission seat, for which no response has been received.
- Mara noted that the bylaws appeared vague, and Eileen responded that bylaws are



intentionally written to remain broad rather than highly specific.

- Members Nicole B. and Robin W. expressed interest in participating in the Governance Committee.
- Eileen then addressed the Training Committee and asked members what additional topics or subject matter they would like to learn to build confidence within meetings.
- Member Ms. Daisy emphasized the importance of the upcoming move to a larger facility. She also suggested inviting retired doctors and nurses to help train providers. Eileen noted that this could be addressed through a future Recruitment and Engagement presentation.
- Member Ms. Daisy also suggested training on finance and budgeting.
- Member Robin W. requested training on the training and hiring process for provider.
- Eileen noted that these requests could be addressed through presentations from relevant departments.
- Member Edda Mai raised questions regarding learning more on the CICA meeting, including eligibility, medical enrollment, and provider support.
- Member Jane R. expressed interest in learning more about program operations. Eileen noted that staff presentations could be arranged to address these questions.
- Ms. Daisy inquired about a future visit to the new facility, and Eileen stated she would attempt to coordinate this.
- Ted shared information regarding the May 26 California Disability Leadership Alliance meeting in Sacramento and encouraged



member participation, noting the opportunity to learn more about policy development.

- Eileen concluded the meeting, asked for final questions, and no additional questions were raised.

Adjournment

- The meeting adjourned at 3:30 p.m.





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

1. KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

It is the duty of government and public agencies, such as the IHSS Public Authority, to serve the public, reaching decisions in full view of anyone interested in the subject. Both the state Brown Act and the San Francisco Sunshine Ordinance assure that deliberations are conducted before the people and that pertinent operations are open to the people's review.

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).

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report what you consider to be a violation of it, contact the Sunshine Ordinance Task Force by mail: Administrator of the Sunshine Ordinance Task Force, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689; by phone: (415) 554-7724; by fax: (415) 554-7854; or by email: sotf@sfgov.org. Citizens may obtain a free copy of the Sunshine Ordinance by printing Chapter 67 of the San Francisco Administrative Code on the Internet at <http://www.sfbos.org/sunshine>.

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.)

For **all meetings**, the closest BART station is Powell Street. Accessible MUNI lines are #30 and #45, although bus service may be disrupted by heavy ongoing construction in the area. The closest MUNI Metro station is on Market (at Powell). There is accessible parking in the Mission & 5th Street Parking Garage.

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





San Francisco IHSS Public Authority
832 Folsom Street, 9th Floor
San Francisco, CA 94107-1123
Phone: 415-243-4477 / Fax: 415-243-4407

In order to assist the IHSS Public Authority's effort to accommodate persons with severe allergies, environmental illness, 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 Authority to accommodate participation by these individuals.

