

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

<u>Date:</u>	Tuesday, September 8 th , 2026
<u>Time:</u>	1:00 pm – 2:30 pm
<u>Location:</u>	1155 Market St, 4 th Floor
<u>Virtual Option:</u>	https://v.ringcentral.com/join/905048011?pw=6f0666df790806c1201e90189fe6bf4d Ring Central Dial-In: (267) 930-4000 United States Ring Central Conference ID: 905048011

Time	Topic	Speaker
1:00 – 1:05	Roll Call	Executive Assistant
1:05 – 1:10	Public Comment	Public
1:10 – 1:15	Vote to Approve Consent Agenda a. Agenda September 8, 2026 b. Minutes of May 13, 2026	President
1:15 – 1:30	Brittanie Hernandez-Wilson - California Lead Homecare Organizer	Guest Speaker
1:30 – 1:35	President's Report	President
1:35 – 1:40	Treasurer's Report	Treasurer
1:40 - 1:50	Executive Director's Report	Executive Director
1:50 - 2:10	Staff/Org Reports:	
	a. Programs	Deputy Director
	b. Finance: a. FY25-26 Final Report Review of last year b. July Financial Reports	Director of Finance & Administration
2:10 – 2:15	Board Seat Updates & Officer Elections • Reappointment Submissions for members	Executive Director
2:15 – 2:20	GB Committee Updates	Open Floor
2:20 – 2:25	Commission Updates/Announcements	Open Floor
2:25 – 2:30	Meeting Evaluation and Adjournment	Open Floor



**Documents supporting agenda items are available for review at the Public Authority
office: 1155 Market St. 4th Floor, San Francisco, CA, 94103**

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, 1155 Market St. 4th Floor, San Francisco, CA, 94103. 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 1155 Market St. 4th Floor, San Francisco, CA, 94103, 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 2026: January 13th, March 10th, May 13th, July 21st, September 8th, and November 10th. 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 Civic Center. Use the Market Street & 7th Street exit. Walk east along Market Street for approximately one block. 1155 Market Street is located on the right-hand side of Market Street, between 7th and 8th Streets.



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.





**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
1155 Market St, 4th Floor, San Francisco, CA
Governing Body Meeting
Minutes of September 8th, 2026

Date: Tuesday, September 8th, 2026

Time: 1:00 p.m. – 2:30 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
- Luana McAlpine
- Mara Math
- Edda Mai Johnson
- Nicole Bohn
- Daisy McArthur
- Jesse Nichols
- Keontae Clark
- Ted Jackson
- Sascha Bittner

Absent:

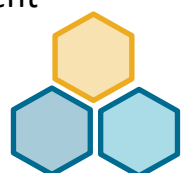
- Jane Redmond

Also Present:

- Eileen Norman, Executive Director
- Brittanie Hernandez-Wilson, California Lead Home Organizer
- Rick Mena, Director of Finance and Administration
- Eren Gutierrez, Deputy Director

Call to Order &

- The meeting was called to order by President





Consent Agenda	Robin Wilson-Beattie, who provided an overview of the agenda. Sascha moved to approve the agenda. Jesse N. seconded the motion. The motion carried unanimously.
Guest Speaker Training	• Robin and Eileen introduced Brittanie Hernandez-Wilson to the Governing Body, following a recommendation from Edda Mai. Brittanie provided an overview of her work with the LTSS and Hand in Hand as the California Lead Home Organizer. She discussed the importance of storytelling in advocacy. She shared how grassroots advocacy efforts have contributed to influencing decisions related to proposed budget cuts, etc. • Member Sascha shared her experience as a member of LTSS and spoke to the value of working with other organizations toward the shared goal of protecting and expanding services. • Officer Edda spoke to her experience working with Brittanie and encouraged members to reach out. • Eileen expressed enthusiasm for Brittanie's work and encouraged Governing Body members to reach out and explore opportunities to become involved with Brittanie.
President's Report	• No President's Report was provided.
Treasurer's Report	• No Treasurer's Report was provided.
Executive Director's Report	• Eileen covered organizational updates, including the development of the upcoming Annual Report and Newsletter. The Annual Report is anticipated to be completed and distributed in November.





- Eileen also requested an updated Governing Body photo to include in the report.
- Eileen provided an update on the completion of the office move. Planning is underway for an upcoming housewarming event to celebrate the Public Authority's new office location.
- Eileen announced the upcoming CAPA Board of Directors meeting.
- Eileen announced that the LAO-IHSS office will be visiting the SF Public Authority this week. She provided an overview of LAO role and responsibilities and shared information about the purpose and activities planned for their visit with the Governing Body.
- Eileen announced that Union negotiations for next year will begin soon.
- Eileen provided a legislative update and noted that the Statewide Bargaining Bill will likely return.
- Eileen discussed AARP's support of the Connect Bay Area Transit ballot measure, which would protect transit funding for essential services including BART, MUNI, Caltrain, and AC Transit. She encouraged members to participate in and support the effort.

**Staff/Org
Reports**

Programs Report – Eren Gutierrez

- Service highlights for the six-month period from February through July including:
 - Registry: 1,222 referrals received, averaging 200 per month.
 - Provider Employment: 3.9% increased per month.



- Eren identified consumer access has remained consistent during this reporting period.

Finance Report –Rick Mena

- Rick presented the FY25–26 Finance Report, including the, Statement of Activity, Statement of Financial Position, and Statement of Cash Flows.

Board Seat Updates & Officer Elections

- Eileen announced that four Governing Body members whose terms had ended have submitted their reappointment. She also reported that scheduling is underway for a Rules Committee meeting.

Governing Body Committee Updates

- Eileen provided an update on current initiatives of the Governing Body Strategic Planning Committees and highlighted guest speaker Brittanie Hernandez-Wilson’s presentation as an example of the Training Committee’s efforts.

Commission Updates/ Announcements

- Treasurer Nicole Bohn announced the upcoming Superfest event hosted by the Disability Cultural Center and encouraged members to engage in the festival activities.

Meeting Evaluation

- Robin moved to proceed to the Meeting Evaluation. Sascha seconded the motion. The motion carried.
- Governing Body members Keontae C. and Robin both expressed being pleased with how the meeting transpired.





Adjournment

- Robin called for the meeting to adjourn. Sascha moved to adjourn, and Mara seconded the motion.
- The meeting adjourned at 2:30 p.m.



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

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AUTHORITY

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Francisco, CA 94103
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Governing Body Meeting

September 8th, 2026

Executive Director's Report

Organization Updates

- Development of the upcoming Annual Report and Newsletter is underway. The Annual report is anticipated to be completed and distributed in November. Would love to get an updated photo of GB to include.
- Completing our move. Planning is underway for an upcoming housewarming event to celebrate the Public Authority's new office location and welcome community partners

Legislative/Policy Updates

- State-Wide Bargaining bill will likely return.
- AARP California is supporting the [Connect Bay Area Transit ballot measure](#), which will protect transit funding for essential services such as BART, MUNI, Caltrain, and AC Transit.
 - Part of our campaign will be a video series highlighting older adults, and why transit is important to them. We want to interview older adults while onboard the train and/or bus that they ride.
 - Looking for older adults (age 50+) who take transit around the Bay Area—getting to work, going to medical appointments, seeing family and friends, or exploring the Bay Area.

Partnerships/Collaboration Updates

- Upcoming CAPA Board of Directors Meeting |
- LAO-IHSS office to visit SF PA
- Will be starting Union Negotiations for next year.

Other News

Programs' Performance Summary

Reporting period: February 1, 2026 through July 31, 2026

This report summarizes six months of program activity across consumer services, Registry provider recruitment and engagement, provider benefits, Live Scan and DOJ eligibility processing, and personal protective equipment distribution.

1,202 Registry consumer referrals	438 BUPS consumer referrals	131 Mentorship referrals
717 Registry applicants	235 Registry applicants accepted	12,924 Providers enrolled in health benefits (July)

Key Takeaways

- **Consumer access remained substantial.** Registry received 1,202 referrals, averaging 200 per month. BUPS received 438 referrals, and Mentorship received 131 referrals during the period.
- **Provider employment continued to grow.** The monthly count of Registry providers employed with one or more consumers increased every month, reaching 2,077 in July - an increase of 78 (3.9%) from February.
- **Recruitment volume was strong, with a stable conversion pattern.** The Registry received 717 applicants and accepted 235, for an overall acceptance yield of 32.8%.
- **Benefits enrollment increased overall.** Health enrollment rose by 559 (4.5%) from February to July. Dental enrollment rose by 280 (2.9%) over the same period.
- **Provider service demand varied by month.** Live Scan and PPE distribution each had different peak months; this was caused by a shift in pickup scheduling due to our move.

Consumer Measures

Measure	Feb	Mar	Apr	May	Jun	Jul
Registry consumer referrals	189	198	221	195	190	209
Mentorship referrals	20	32	20	19	20	20
Consumers working with a Mentor	110	115	87	76	79	84
BUPS consumer referrals	76	86	87	72	64	53

Registry Provider and Support Measures

Measure	Feb	Mar	Apr	May	Jun	Jul
Active Registry providers looking for work	622	621	567	507	554	514
Registry applicants	114	102	126	121	144	110
Applicants accepted to Registry	39	37	40	37	48	34
Providers employed with 1+ consumers	1,999	2,005	2,037	2,049	2,061	2,077
Providers enrolled in health benefits	12,365	12,460	12,579	12,643	12,736	12,924
Providers enrolled in dental benefits	9,538	9,570	9,639	9,734	9,822	9,818
Live Scans serviced	314	314	372	312	327	285
DOJ records processed (provider eligibility)	473	582	504	462	529	570
PPE packets distributed	571	756	686	469	695	461

Fiscal Year 2025-26 Review

Summary	Budget	Final Expenses	% of Budget	Diff in Dollars
BUPS Contract Summary	\$384,963	\$341,162	89%	(43,801)
IP Mode Contract Summary	\$125,662,317	\$123,242,606	98%	(2,419,711)
Subtotal Protected line items	\$120,717,513	\$118,674,016	98%	(2,043,497)
All other Line Items (Programs & Operations)	\$4,944,804	\$4,568,590	92%	(376,214)
SIHSSPA'S OVERALL FISCAL PERFORMANCE	\$126,047,280	\$123,583,767	98%	(2,463,513)

Fiscal Year 2025-26 Review

Detail

Back-Up Providers Contract

Back Up Providers Salaries Detail	Budget	Final Expenses	% of Budget	Diff in Dollars
Back Up Providers	\$245,205	222,950	91%	(22,255)
Employee Fringe Benefits (planned at 35%)	\$85,822	69,489	81%	(16,333)
Total Salaries & Benefits	\$331,027	292,439	88%	(38,588)
Actual fringe percentage:	35%	31%		
Program Expenses	Budget	Final Expenses	% of Budget	Diff in Dollars
Utilities (Elec, Water, Gas, Phone, Scavenger)	\$10,368	8,335	80%	(2,033)
Staff Travel-(Local and Out of Town)	\$35,568	32,406	91%	(3,162)
Infectious Control Kits	\$8,000	7,981	100%	(19)
Total Operating Expense	\$53,936	48,723	90%	(5,213)
Total BUPS Salaries and Program Expenses	\$384,963	341,162	89%	(43,801)

IP Mode Budget Contract

Staff Salaries Detail	Budget	Final Expenses	% of Budget	Diff in Dollars
Totals Staff Salaries	\$2,495,926	2,444,674	98%	(51,252)
Employee Fringe Benefits (planned at 39%)	\$982,968	916,284	93%	(66,684)
Total Salaries & Benefits	\$3,478,894	3,360,958	97%	(117,936)
Actual fringe percentage:	39.4%	37.5%		
Operating Expenses	Budget	Final Expenses	% of Budget	Diff in Dollars
Rental of Property	\$465,134	\$502,207	108%	37,073
Utilities (Elec, Water, Gas, Phone, Scavenger)	\$48,895	\$48,948	100%	53
Office Supplies, Postage	\$72,096	\$29,925	42%	(42,171)
Printing and Reproduction	\$72,096	\$23,797	33%	(48,299)
Insurance	\$41,072	\$34,801	85%	(6,271)
Staff Training	\$50,910	\$26,612	52%	(24,298)
Staff Travel-(Local and Out of Town)	\$5,000	\$1,471	29%	(3,529)
Consultants/Subcontractors	Budget	Final Expenses	% of Budget	Diff in Dollars
Independent Auditor	\$29,895	28,000	94%	(1,895)
Bookkeeping & Payroll Services	\$62,463	50,416	81%	(12,047)
Technology Consultant	\$42,943	45,609	106%	2,666
Legal Services	\$30,000	30,000	100%	-
Salesforce Software and Consultants	\$115,500	100,417	87%	(15,083)
Other Consulting	\$88,110	86,613	98%	(1,497)
HomeBridge Subcontract	\$84,216	84,216	100%	-
Other	Budget	Final Expenses	% of Budget	Diff in Dollars
Exchange (Monthly Email Service - Cloud)	\$7,697	1,491	19%	(6,206)
Education & Outreach (Incl. SDN)	\$49,250	20,639	42%	(28,611)
CAPA Annual Dues	\$21,959	22,000	100%	41
IP Supplies & ID Cards	\$45,000	35,997	80%	(9,003)
* MentorshipProgram (Salaries & Benefits)	\$159,140	98,898	62%	(60,242)
Mentorship Prg: Training/Mtgs/Materials/Consultants	\$16,000	5,223	33%	(10,777)
Shop Stewards	\$42,550	38,716	91%	(3,834)
CICA Membership / Conference	\$5,000	0	0%	(5,000)
Board Stipend	\$13,000	8,418	65%	(4,582)
Board Communications	\$12,000	4,408	37%	(7,592)
Health Insurance - SF Health Plan	\$116,809,752	114,973,872	98%	(1,835,880)
Dental Insurance - Liberty Dental	\$3,112,195	2,928,308	94%	(183,887)
FP Per Person Expense	\$172,800	162,918	94%	(9,882)
IP Transit Passes	\$486,000	485,986	100%	(14)
IP Life Enhancement Fund	\$10,000	0	0%	(10,000)
Bank Service Charges and Fees	\$2,000	449	22%	(1,551)
Capital Expenditures	\$10,750	1,292	12%	(9,458)
Total Operating Expense	\$122,183,423	\$119,881,647	98%	(2,301,776)
Total Staff Salaries and Operating Expenses	\$125,662,317	\$123,242,606	0.98	(2,419,711)

San Francisco IHSS Public Authority

Statement of Activity

July 2026

	Total
Revenue	
4100 Grant	10,782,716.04
4500 Interest Income	5,276.03
Total for Revenue	\$10,787,992.07
Gross Profit	\$10,787,992.07
Expenditures	
5000 PERSONNEL / BENEFITS / TAXES	
500A Salaries of Personnel	\$209,558.63
500B Benefits of Personnel	\$67,979.46
Total for 5000 PERSONNEL / BENEFITS / TAXES	\$277,538.09
6000 ON CALLS / BENEFITS / TAXES	
600A Wages of On-Call Workers	
6110 On-Call Staffs	14,809.23
Total for 600A Wages of On-Call Workers	\$14,809.23
600B On-Call Fringe Benefits	\$2,048.14
Total for 6000 ON CALLS / BENEFITS / TAXES	\$16,857.37
6500 MENTORS / BENEFITS / TAXES	\$8,853.92
7000 OPERATING DETAIL	
700A Office Expenses	
7010 Rent	46,453.33
7030 Utilities/Telephone/Internet	\$3,280.82
7040 Bank Fees	137.36
7100 Printing-Newsletters/Communicatn	\$2,635.59
7120 Postages, Delivery and Shipping	\$1,744.47
7130 Office Supplies and Expenses	2,598.76
7135 Fingerprinting Expense	1,620.00
7140 Capital Expenditure	3,300.00
7145 Exchange Email Service	11.50
7155 Educ/Mbership/Subscription	228.95
7160 Insurance & Bonding	2,782.00
7175 Meetings-Staff	463.32
7180 Travel/Mileage/Accommodations	\$2,220.50
7190 CAPA Annual Dues	24,000.00
Total for 700A Office Expenses	\$91,476.60
700C Mentorship Program	\$316.40

San Francisco IHSS Public Authority

Statement of Activity

July 2026

	Total
700E Consultants and Subcontractors	
7500 Accounting & Bookkeeping	\$4,634.56
7510 IT Consultant	3,626.86
7585 Shop Stewards	2,944.00
7595 Other Outside Professional Svcs	27,472.05
7596 Outside Prof Svcs - Expenses	42,108.00
7597 Salesforce-Software+Consultants	4,175.00
Total for 700E Consultants and Subcontractors	\$84,960.47
Total for 7000 OPERATING DETAIL	\$176,753.47
8000 INDEPENDENT PROVIDERS BENEFITS	
8100 IP Health Benefits	\$9,993,688.82
8200 IP Dental Benefits	\$267,400.37
8300 IP Transit Benefits	
8310 Bus Passes	41,624.00
Total for 8300 IP Transit Benefits	\$41,624.00
Total for 8000 INDEPENDENT PROVIDERS BENEFITS	\$10,302,713.19
Total for Expenditures	\$10,782,716.04
Net Operating Revenue	\$5,276.03
Net Revenue	\$5,276.03

San Francisco IHSS Public Authority

Statement of Financial Position

As of Jul 31, 2026

		Total
Assets		
Current Assets		
Bank Accounts		\$22,948,206.64
Accounts Receivable		\$10,830,680.19
Other Current Assets		\$113,292.54
Total for Current Assets		\$33,892,179.37
Fixed Assets		\$616.73
Total for Assets		\$33,892,796.10
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		\$33,457,994.18
Credit Cards		\$6,267.69
Other Current Liabilities		\$178,275.44
Total for Current Liabilities		\$33,642,537.31
Total for Liabilities		\$33,642,537.31
Equity		\$250,258.79
Total for Liabilities and Equity		\$33,892,796.10

San Francisco IHSS Public Authority

Statement of Cash Flows

July 2026

Account Name	Total
OPERATING ACTIVITIES	
Net Revenue	5,276.03
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1400 Accts Receivable-Grants	10,692,154.56
1710 Prepaid Health	1,005.74
1711 Prepaid Dental	-1,243.96
1750 Prepaid Commuter Check	54.07
2000 Accounts Payable	10,216,401.03
2102 Capital One x3704	3,352.13
2200 Garnishment & Tax Levy	0.00
2210 401(k) Employer Contribution	-213.58
2220 401(k) Employee Contribution	677.00
2225 401(k) Employee Loan	0.00
2230 Employee Flex Svg-Medical	466.71
2240 Employee Payroll Tax Payable	-464.02
Total for Adjustments to reconcile Net Revenue to Net Cash provided by operations:	\$20,912,189.68
Net cash provided by operating activities	\$20,917,465.71
NET CASH INCREASE FOR PERIOD	\$20,917,465.71
Cash at beginning of period	\$2,030,740.93
CASH AT END OF PERIOD	\$22,948,206.64

STRATEGIC PLANNING COMMITTEES

LEGISLATIVE

Strengthen advocacy and legislative engagement through visits with Supervisors and policymakers, letter writing, and representing the IHSS community.

TRAINING

Support ongoing learning by identifying and planning training opportunities that help Governing Body members better understand IHSS, the Public Authority, and their role.

GOVERNANCE

Strengthen the Governing Body's structure and practices by reviewing and updating bylaws and identifying opportunities for effective, transparent governance.

PROGRAMS

Support Public Authority programs and services by learning about current work, providing feedback, identifying opportunities to assist, and connecting community needs to program priorities.

THE ART OF STORYTELLING: CONNECTING EXPERIENCE TO POLICY

Hagar emphasized the importance of connecting **policy to real-world impact**.

Key Takeaways

- **Policy impacts real people.** It is important to connect policies and decisions to the experiences of the people and communities they affect.
- **Stories create understanding.** Personal narratives and lived experiences can help policymakers and decision-makers better understand why an issue matters.
- **Stories strengthen advocacy.** Connecting real experiences to policy can make advocacy more meaningful and impactful.

As We Move Forward

Consider the following:

- **What is our priority?**
- **What action can we take?**
- **Who needs to be involved?**
- **What real-world experiences or stories help demonstrate why this work matters?**

Connecting lived experience to policy and action helps keep the voices of our community at the center of our work.