



**Governing Body Members**

**Sascha Bittner**  
*President*  
DAS  
Commission  
Representative

**Edda Mai Johnson**  
Older Consumer  
Representative

**Rita Semel**  
Human Services  
Commissioner

**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

**Jane Redmond**  
Older Consumer  
Representative  
**Mara Math**  
Older Consumer  
Representative

**San Francisco IHSS Public Authority**  
**832 Folsom St., 9th Floor, San Francisco, CA**  
**Governing Body – Regular Meeting**  
**Minutes of March 19th, 2024**

Date: Tuesday, March 19<sup>th</sup>, 2024

Time: 1:05 p.m. – 2:21 p.m.

Place: In-person

Ring Central Dial-in: +12679304000

Ring Central Conference I.D: 905048011

**Call to Order  
and  
Roll Call**

Governing Body Members present: Sascha Bittner, Edda Mai Johnson, Robin Wilson-Beattie, Alex Madrid, Mara Math, Jesse Nichols, Daisy McArthur, Haydee Hernandez, Jane Redmond, Mara Math

Governing Body Members Absent: Rita Semel

Also Present: Eileen Norman- Executive Director, Eren Gutierrez – Deputy Director, Rick Mena- Director of Finance, Kelly Dearman- Director of Disability & Aging

President, Sascha Bittner called the meeting to order at 1:05 pm.

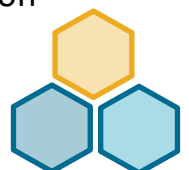
**Consent Agenda**

Alex motioned to approve the Consent Agenda. Mara seconded this motion.

Unanimously approved.

**President's Report**

- Sascha Bittner welcomed and thanked Disability and Aging Services Director, Kelly Dearman for joining as a guest speaker.
- Sascha covered the California State Budget and that there has not been discussion on



cuts with IHSS based off of the deficit in California. Sascha expressed the need of funds for caregivers. Sascha then moved forward to the Treasurer's Report.

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**Treasurer's Report**

- Alex explained that as of January 2024, the PA has changed its 401k deferred income program from 3% matching to a straight 3% for all employees including Mentors and Back up Provider Services program staff.

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**Executive Director's Report**

- Eileen covered recent legislative updates including Assembly Bill AB817 which proposing Brown Act modifications that will allow remote participation and accommodations based on disability. She announced her efforts with Kim Rothschild, CAPA, and CICA to advocate for the passing of bill.
- Eileen announced her invitation to the American Society of Aging conference occurring next week. Eileen will be speaking on the Career Pathways program and the efforts and success that have followed as speaker of a panel discussion at conference.
- Eileen mentioned her action plan of sending a letter of support to CDSS in support of the Back up Provider Services.

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**Board Education/ Guest Speaker**

- Sascha Bittner introduced Kelly Dearman-Director of Disability & Aging to members.
- Kelly covered her role as Director of Disability and Aging. Kelly covered current projects, specialized programs, upcoming conferences she will be attending, and bills DAS is currently pushing in hopes of change.
- Kelly encouraged Governing Body members to visit their Board of Supervisors to educate and advocate for this caregiver crisis.
- Eileen thanked Kelly for her time.



- Eileen handed copies of the Governing Body Handbook to members for an in-depth review and edit's.

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**Staff/Org  
Reports**

**Finance Report – Director of Finance, Rick Mena**

- Rick discussed the Organizational Summary of FY2023-24 covering the month of December and January 2024 for all budget spending, and fringe benefits.

**Programs Report – Eren Gutierrez**

- Eren presented program service highlights. She presented the recent increase in Active Registry Providers (an increase from 330 to 375) and onboarding providers (99 in one month).

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**Board Seat  
Updates**

- Eileen stated there were no board seat updates at this time.

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**Commission  
Updates/  
Announcements**

- Mara Matthews announced being newly appointed as the President of Paratransit council, and Jane Redmond as secretary.
- Sascha announced Disability and Aging Commission April 3<sup>rd</sup> at 9:30 am and encouraged members to join in.

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**Meeting  
Evaluation**

- Sascha thanked Kelly Dearman for joining the board meeting and her wonderful ideas.

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**Adjournment**

- Sascha called a vote to move to closed session. First motion: Alex Madrid. Second: Jesse Nichols. Motion passed unanimously.
- Meeting adjourned at 2:40 pm





**Documents supporting agenda items are available for review at the Public Authority office:  
832 Folsom Street, 9<sup>th</sup> 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, 9<sup>th</sup> Floor, San Francisco, CA 94107. All agendas and minutes are also accessible through our website: [www.sfihsspa.org](http://www.sfihsspa.org). Minutes and agendas are also available at the Main Branch of the San Francisco Public Library at the Government Information Center, 5<sup>th</sup> 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](mailto: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](mailto: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, 9<sup>th</sup> 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 11<sup>th</sup>, March 8<sup>th</sup>, May 10<sup>th</sup>, July 12<sup>th</sup>, September 13<sup>th</sup>, and November 15<sup>th</sup>. Our offices are on the 9<sup>th</sup> 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





**SFIHSS** PUBLIC  
AUTHORITY

San Francisco IHSS Public Authority  
832 Folsom Street, 9<sup>th</sup> 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.*



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

<b><u>Date:</u></b>	<u>Tuesday, March 19<sup>th</sup>, 2024</u>
<b><u>Time:</u></b>	<u>1:00 pm – 2:30 pm</u>
<b><u>Location:</u></b>	<u>832 Folsom Street, 9<sup>th</sup> Floor</u>
<b><u>Virtual Option:</u></b>	<a href="https://v.ringcentral.com/join/905048011?pw=6f0666df790806c1201e90189fe6bf4d">https://v.ringcentral.com/join/905048011?pw=6f0666df790806c1201e90189fe6bf4d</a> <u>Ring Central Dial-In: (267) 930-4000 United States</u> <u>Ring Central Conference ID: 905048011</u>

1. Roll Call
2. Public Comment
3. Vote to Approve Consent Agenda:
  - a. Approve Agenda March 19th, 2024
  - b. Approve January 9<sup>th</sup>, 2024, Minutes
4. Presidents Report
5. Treasurer’s Report
  - a. Presenting Safety Harbor Update
6. Executive Director’s Report
7. Board Education/Guest Speakers:
  - a) Disability and Aging Services Director, Kelly Dearman
  - b) Review draft of updated Governing Body Handbook
8. Staff/Org Reports
  - a) Programs – Deputy Director, Eren Gutierrez
  - b) Finance – Director of Finance & Operations
9. Board Seat Updates
10. Commission Updates/Announcements
11. Meeting Evaluation and Adjournment



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