



**San Francisco IHSS Public Authority  
832 Folsom St., 9<sup>th</sup> Floor, San Francisco, CA  
Governing Body – Regular Meeting  
Minutes of January 9, 2018**

**Board of Directors**

**Melvin Beetle**

President  
Older Consumer Representative

**Kenzi Robi**

Vice President  
Younger Consumer Representative

**Gustavo Serina**

Treasurer  
Aging & Adult Services Commissioner

**Patricia Wooley**

Secretary  
Worker Representative

**Mike Boyd**

Older Consumer Representative

**Jessie Carver**

Younger Consumer Representative

**Judith Karshmer**

Health Commissioner

**Tatiana A. Kostanian**

Mayor’s Disability Council Representative

**Daisy McArthur**

Union Representative

**William Pitts**

Older Consumer Representative

**Rita Semel**

Human Services Commissioner

**Patricia Webb**

Younger Consumer Representative

**Roll Call**

Directors Present: Melvin Beetle, Mike Boyd, Gustavo Serina, Daisy McArthur, Judith Karshmer, Jessie Carver, William Pitts, Tricia Webb, Tatiana Kostonian, Patricia Webb

Directors Absent: Kenzi Robi, Patricia Wooley, Rita Semel

Also Present: Kelly Dearman – *Executive Director*, Eileen Norman – *Deputy Director*, Annie Bauccio and Arthur Combs – *Schaffer&Combs*

**Call to Order**

Mel Beetle, President of the Governing Body, called the meeting to order at 1:03 p.m. A quorum of the members was present.

**Agenda & Minutes**

- The agenda was reviewed.
- The minutes of November 7, 2017 were reviewed. One adjustment was made. A motion was made and properly seconded. The minutes were unanimously adopted.

**CLOSED SESSION**

- A motion was made and properly seconded to begin a closed session.
- A closed report was given and no action was taken.
- The meeting reconvened into an open session.

**President’s Report**

- Mel had no news or updates to report.

**Director’s Report**

- Practice Change Leaders Grant
  - This grant money of \$45,000 will be used towards the Mentorship Program, IP+ Program and Lost Consumer Program. We will be partnering with DAAS to reach out to these clients.
- On February 11<sup>th</sup>, the ED will be speaking at the Interfaith Council on behalf of the Public Authority, to increase visibility. The ED gave a special thank you to Rita Semel, who made it possible for the ED to attend and speak at this event.
- The ED encouraged the Governing Body Members to brainstorm other community events that the PA can attend to promote its services to a large target audience.





### Issues & Reports

- **TiP Update - *see attached***
  - The Interim Executive Director, had no news or updates to report. She and the ED are continuing to investigate funding and outreach opportunities.
- **Programs Report- Eileen Norman - *see attached***
  - Eileen had no news or updates to report.
- The new, more interactive, website will go live in two months. The website will be revealed to the board in the March Governing Body Meeting.
- The board members all had positive feedback regarding the Mid-Meeting Report that was sent out in December. The ED suggests adding an “Advocacy Corner” and all unanimously agreed.
- The ED’s Annual Review will be held an hour before the March meeting begins. All GB members who volunteered will be notified.
- Gustavo Serina’s term will end in March. Judith Karshmer will be taking on a new job opportunity in May. New representatives will be elected in their place.

### Board Education

- **Governing Body Member Roles and Responsibility Training – Schaffer & Combs – *see attached***
  - Annie Bauccio and Arthur Combs gave a PowerPoint presentation that included an overview of the roles, responsibilities, bylaws and policies of the Governing Body
  - Mel suggested that there should be an orientation for new board members. All members unanimously agreed.
  - The ED suggested creating an onboard binder for board members. All unanimously agreed.

### Meeting Evaluation

- Tricia stated that Schaffer & Comb’s presentation was informative, clear and concise. She found their presentation to be a great learning experience. She is grateful and appreciative. She always feels included although she cannot be physically present. All board members unanimously agreed.

### Announcements/ Public Comment

- No announcements or public comments were given.

### Adjournment

- The meeting adjourned at 2:49 p.m.

