



**San Francisco IHSS Public Authority
832 Folsom St., 9th Floor, San Francisco, CA
Governing Body – Regular Meeting
Minutes of November 7, 2017**

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, Daisy McArthur, Judith Karshmer, Kenzi Robi, Rita Semel, Jessie Carver, William Pitts, Tricia Webb

Directors Absent: Gustavo Serina, Patricia Wooley, Tatiana Kostanian

Also Present: Kelly Dearman – *Executive Director*, Eileen Norman – *Deputy Director*, Loc Chau – *Director of Finance & Operations* and Jerrel Tucker- *Auditor*, Rachel Lovett – *Interim Executive Director of TiP*

Call to Order

Mel Beetle, President of the Governing Body, called the meeting to order at 1:02 p.m. A quorum of the members was present.

Agenda & Minutes

- The agenda was reviewed. One adjustment was made.
- The minutes of September 12, 2017 were reviewed. A motion was made and properly seconded. The minutes were unanimously adopted.

Finance Committee Recommendation on FY2016-17 Audit

- Jerrel Tucker reviewed the FY16-17 Audit, which was discussed at the Finance Committee meeting earlier in the day.
- We have a clean audit with no findings. A motion was made by Rita Semel and seconded by Judith Karshmer to approve the FY16-17 Audit as recommended by the Finance Committee. The motion unanimously passed.
- Mel Beetle commended Loc Chau and his staff for outstanding work making it possible for the Public authority to have a clean audit. He requested Loc to inform his staff of this recognition. The IHSS PA is fortunate to have all these employees here. All board members unanimously agree.

President's Report

- We will not be changing the Governing Body Meeting schedule so that they occur every month. Mel suggests that the Executive Director should send out email updates to board members in between meetings. A motion was made by Kenzi Robi and seconded by Rita Semel for the Executive director to submit and email report to the board in between regularly scheduled board meetings. The motion was unanimously passed.





**President's
Report (cont'd)**

- Mel expressed his concern about the Federal budget cuts and how that will negatively affect IHSS. He would like board members to be proactive about lobbying. The Executive Director will send out phone numbers and email addresses of officials, as well as talking points for leaving them messages about the issue.

**Director's
Report**

- The Maintenance of Effort is being redeveloped.
 - This might cause PAs in California to receive 26% less funding.
 - County IHSS has reassured us that our budget will be safe for FY17-18
- CDSS, CA State Department of Social Services, has mandated that each PA fill out a chart which shows what we do and how many employees it takes to do it.
 - The issue is that this method will cause the state to compare PAs to each other although the needs of each PA are very different.
 - This will force us to discuss how IHSS should run as a whole.
- First Union Negotiations Meeting with Local 1115
 - It was a meet and greet to set a mutual tone for the ongoing negotiations.
- SF Transportation Task Force 2045 Meetings
 - This task force is made up of city departments and nonprofits.
 - The point is to get a measure on the ballot in 2018 to secure funding for MUNI.
 - The Executive Director is advocating for seniors and persons with disabilities to ensure that any tax measure would not negatively affect this population.

Issues & Reports

- **Approval of FY2017-18 Budget – Loc Chau – see attached**
 - Loc reviewed the FY16-17 audit Report and FY2017-18 Budget.
 - In February 2018, we will begin providing Live Scan fingerprinting in office. After 3 months, we will assess whether this program is successful.
 - A motion was made by Kenzi Robi and seconded by William Pitts to approve the FY17-18 budget. The motion was unanimously passed.





**Issues & Reports
(cont'd)**

- **Thriving In Place Report – Rita Semel and Rachel Lovett– see attached**
 - TiP has 3 current goals: Raise awareness, build partnerships and increase funding. Thus far they have successfully made strides in all three areas.
- **Programs Report- Eileen Norman**
 - New staff announcement – Shakema Straker, *Executive Assistant* and Grace Cheng, *Registry Counselor*
 - Open position – One Stop Center Coordinator
 - Staff has been participating in several outreach events such as resource fairs and the Abilities Expo
 - Programs report: see attached
 - Satisfaction Survey: see attached

Board Education

- The ED is co-chairing the Aging and Disability Friendly SF Task Force.
 - The purpose of this taskforce is to ensure that SF is inclusive, diverse and safe for all people, regardless of age or ability, so they able to remain within the community of their choices, as they age.
 - The goal is to create, implement and evaluate an Age and Disability Friendly Plan for SF that includes a baseline assessment and recommendations.
 - The recommendations are now being developed. The ED will share with the board once they are complete.

**Meeting
Evaluation**

- Board members think it would beneficial to review the role and purpose of the board members. All agree this should be the “Board Education” for next meeting.

**Announcements/
Public Comment**

- Daisy announced the SEIU 2105 Membership Meeting and invited all to attend.

Adjournment

- The meeting adjourned at 3:01 p.m.

