



Governing Body Members

Sascha Bittner
President
DAS
Commission
Representative

Robin Wilson-Beattie
Vice President
Younger Consumer
Representative

Daisy McArthur
Secretary
Union
Representative

Alex Madrid
Treasurer
Mayor's
Disability
Council
Member

Rita Semel
Human Services
Commissioner

Haydee Hernandez
Independent IHSS
Providers

Jesse Nichols
Younger
Consumer
Representative

San Francisco IHSS Public Authority
832 Folsom St., 9th Floor, San Francisco, CA
Governing Body – Regular Meeting
Minutes of September 13th, 2022

Date: Tuesday, September 13th, 2022

Time: 1:06 p.m – 2:21 p.m.

Place: Hybrid

Ring Central Dial-in: 6504191505

Ring Central Conference I.D: 417789813

Call to Order and Roll Call

Governign Body Members present: Sascha Bittner, Jesse Nichols, Robin Wilson-Beattie, Haydee Hernandez, Alex Madrid, Rita Semel, Daisy McArthur, Jesse Nichols

Also Present: Eileen Norman- Executive Director, Eren Gutierrez – Deputy Director, Rick Mena – Director of Finance & Operations, Edda Mai Johnson – Seat 1 Candidate

Review Agenda

Sascha Bittner, Vice President of the Governing Body, called the meeting to order at 1:12p.m. via RingCentral. A quorum of the members was present.

Adoption of July 12th, 2022, Minutes

- The agenda was reviewed. Daisy McArthur mentioned edit on IP wages to \$18.75. Motion to approve the agenda was adopted.
- The minutes of July 12th were reviewed. A motion to adopt the minutes was made by Alex Madrid. The motion was seconded by Rita Semel. Motions approved unanimously.

President's Report

- Sascha moved to skip Eileens evaluation to next meeting.



Director's Report

- Eileen discussed the Leadership team undergoing a Leadership course in order to better help and assist the people managed in the office along with Providers and Consumers in our community
- New Employee transitions, including new hires within the office. Perry Vermilyea- Mentorship Program Manager retiring from SFIHSSPA. New Hires included Jony Nunez, Kyle Breschini, Karen Beltran, Rosseli Balk
- Recruiting more board members to be added to the board, 6 seats need to be filled.
- Kelly Dearmen holding Town Hall Meeting at Manny's to discuss the work that Department of Aging & Disability has been working on.

Issues & Reports

Programs Report – Eren Gutierrez

- Three new open Job Opportunities; Recruiting Manager, On-Call provider, Registry Counselor.
- Eren presented a detailed program services overview displaying the last two months (June 2022 & July 2022) of activity: number of referrals (481), Mentorship, new Registry Provider applications, On-call consumers (assisted 288), Registry Provider activity, and other services activities.

Finance Report – Rick Mena

- Rick discussed the Conflict of Interest Policy and its purpose in which the organization has a process in place under which the affected individual will advise the Board to resolve the COI
- Rick mentioned the companies itemized list being included in his future reports on a broad scope will be in place.
- Proposed a better process for check distribution



**Board Seat
Updates and
Nominations**

- 7 new seats have been filled
- 6 seats open
- Edda Mai Johnson introduced herself and discussed previous Professional and Business experience with SF IHSS and intentions to join the Governing Body.
- Updated Governing Body Manual was handed out to present members and reviewed.
- Alex Madrid asked if the Bylaws were updated, Eileen answered with no due to updating the bylaws requires a vote.

**Board Goal
Updates**

- One of the goals for the GB was to increase recruitment for open Governing Body Seats.
- 7 of the GB seats have been filled.
- Kelly Dearmen is joining the next Governing Body meeting.
- All interested new GB members should reach out to Caitlin Wilson, Executive Assistant, for more information.

**Announcements/
Public
Comments**

- Sascha Bittner discussed a competition to gather signatures for a petition for a national Domestic Worker Rights bill, with the grand prize being a meal with Ai Jen Poo., a leader for domestic workers. Asked for Signatures for Petition.
- Alex Madrid reminded members the Age & Disability holds next meeting September 21st (1:00pm – 4:00 pm via Zoom) to discuss transportation that effects the community and other key topics. Meeting is held the Third Friday of every month.
- Rita Semel – Nothing from Comission
- Next Governing Body Meeting Moved to November 13th due to Voting day.

**Meeting
Evaluation**

- Governing Body members says meeting was helpful, effective towards future goals, and valuable.





**Closed
Session**

- Governing Body Manual was appreciated
- Meeting adjourned at 2:21 pm





**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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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).

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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.)

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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





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AUTHORITY

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