



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

San Francisco IHSS Public Authority
832 Folsom St., 9th Floor, San Francisco, CA
Governing Body – Regular Meeting
Minutes of September 12th, 2023

Date: Tuesday, September 12th, 2023

Time: 1:12 p.m. – 2:30 p.m.

Place: Virtual

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, Daisy McArthur, Alex Madrid, Haydee Hernandez, Jesse Nichols

Also Present: Eileen Norman- Executive Director, Eren Gutierrez – Deputy Director

Guest: Jane Redmond, Mara Matthew, Dr. Carole Mckindley- Alvarez

Sascha Bittner, President, called the meeting to order at 1:12 pm virtually.

Consent Agenda

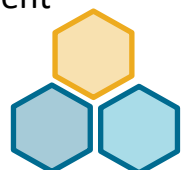
Jesse motioned to approve the Consent Agenda. Alex seconded this motion. Two edits to the agenda were made:

- Sascha moved to have the Board Election moved to follow the GB Education/Guest Speaker on the agenda.
- Alex would present the Finance Report in Rick Mena's absence.

Unanimously approved.

President's

- Sascha Bittner moved to skip the President





Report

Report and move forward for the next item on the agenda, the Directors Report.

**Director's
Report**

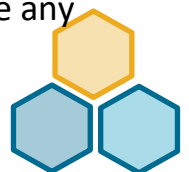
- Eileen announced that the CDSS (California Department of Social Services) is creating a short video to celebrate 50 years of IHSS. Eileen mentioned that they're seeking SF IHSS Consumers and Providers to be part of the celebration video. Eileen has recruited Daisy McArthur and asked if any remaining governing body members would like to join the video and represent San Francisco IHSS. Alex Madrid, Sascha Bittner and Robin Wilson-Beattie volunteered to also be a part of the video.
 - Eileen acknowledged her recent success in working with CAPA (The California Association of Public Authorities) on updating the IHSS state database to better provide information on the PA's referral intake. Eileen announced that she and the CAPA team are in communication with the State Database team and hope to move this forward for change.
 - Eileen discussed two potential Public Authority legal issues 1. The PA has raised concerns regarding the building's elevator being in operational, and has called into question the possibility of a lease violation. Council has consulted with building's council on this issue. 2. The Public Authority has proposed mediation with a prior vendor regarding a disagreement of payment.
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**Board Education/
Guest Speakers**

- Dr. Carole Mckindley- Alvarez gave a presentation and training on Governing Body Rights and Responsibilities
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Board Election

- Sasha reviewed current list of nominees for officer positions and asked if there were any



additional nominations. Hearing none, the nomination slate included: Sascha Bittner – President, Robin Wilson-Beattie – Vice President, Daisy McArthur – Secretary, Alex Madrid – Treasurer.

- Sascha motioned to approve of the slate. Motion approved by governing body members. Edda Mai Johnson seconded this motion.

**Staff/
Organization
Reports****Finance Report – Alex Madrid (GB Treasurer).**

- Alex M. announced that he and Rick Mena (Deputy of Finance & Operations) are finalizing scheduling for the upcoming FY 22-23 audit. Once completed, they will present the said report to the governing body.

Programs Report – Eren Gutierrez

- Eren presented program service highlights. She presented the recent uptake of Registry Consumer referrals (an increase from 250 to 281) and onboarding providers (29 in one month). Eren explained how this increase will impact the volume of work that all programs will take.
- Eren announced the upcoming Programs Monitor Audit scheduled for the end of September. Alex asked if we had any COVID assistance. Eren responded with no, we haven't received any requests or offers from the county to activate any additional services due to COVID.

**Commission
Updates/
Announcements**

- Alex mentioned an opportunity for the members to join the Mayor Disability Council (MDC) meeting being held September 15th, 2023. Alex requested that this information be passed to all governing body members via email.
- Sascha mentioned the opportunity to join the Disability and Aging Meeting being held



October 4th, 2023. Sascha requested that this information be passed to all governing body members via email.

- Daisy McArthur thanked Carol McKinley-Alvarez for her presentation on Board Responsibility, saying it was very helpful.
- Eileen thanked Edda Mai Johnson for her efforts in recruiting new candidates for the Governing Body.

Board Seat Updates

- Eileen announced the three listed candidates for the governing Body (which will make 11 seats filled out of 13).

Agenda or Board Education Suggestion Topics

- Eileen reminded governing body members that if they have a guest speaker in mind to schedule for upcoming meetings, to please contact Caitlin Wilson (Executive Assistant).
- Alex M. asking if Kelly Dearman (Executive Director of San Francisco IHSS Public Authority) would be joining future meetings. Eileen responded saying that Kelly may not be joining as her schedule does not permit at this time. Eileen mentioned organizing a visit to a future Governing Body meeting with Shannon Morgan (Newly appointed Director of IHSS).

Meeting Evaluation

- Governing Body members found the meeting helpful.

Adjournment

- Sascha motion to adjourn. Robin seconded. Motion passed.
- Meeting adjourned at 2:20 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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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, 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).

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. 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, 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.)

For **all meetings**, the closest BART station is Powell Street. Accessible MUNI lines are #30 and #45, although bus service may be disrupted by heavy ongoing construction in the area. The closest MUNI Metro station is on Market (at Powell). There is accessible parking in the Mission & 5th Street Parking Garage.

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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San Francisco, CA 94107-1123
Phone: 415-243-4477 / Fax: 415-243-4407

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