

# SAN FRANCISCO HUMAN SERVICES COMMISSION

## REGULAR MEETING OF THURSDAY, APRIL 28, 2022 at 9:30a.m.

This meeting will be held in person at the Ronald H. Born Auditorium at 170 Otis, San Francisco, CA 94103. The Born auditorium is open to the public as of March 7, 2022. As authorized by California Government Code Section 54953(e) and Mayor London Breed's 45th Supplement to her February 25, 2020 emergency proclamation, some members of the Human Services Commission and participants from the Department of Benefits and Family Support staff may attend this meeting remotely. The public and our community partners may join us either in person or virtually. Public comment can be provided during the meeting when prompted by the Commission President or Secretary. Public comment can also be submitted in advance of the meeting by Tuesday, April 26, 2022 either via email [elizabeth.labarre@sfgov.org](mailto:elizabeth.labarre@sfgov.org) or record a message on the Human Services Commission dedicated public comment line (415) 557-6540.

There are 3 ways to join the April 28, 2022 Regular Commission meeting:

1. JOIN IN PERSON AT 170 Otis, San Francisco
2. JOIN VIA ZOOM FROM A COMPUTER OR SMARTPHONE:  
<https://sfhsa.zoom.us/j/87923971320?pwd=NE9SL0FPdEtXLY9zOGVhTmw5Z1hUT09>  
Meeting ID: 879 2397 1320  
Passcode: 758500
3. JOIN BY PHONE CALL:  
Dial (669) 210-2599 or toll-free (833) 548-0276. When prompted, enter Meeting ID 879 2397 1320 and Passcode 758500

*If you experience access issues while trying to join the meeting virtually, please **text (415) 535-2386**.*

### VIRTUAL MEETINGS - BEST PRACTICES

- Join telephonically or via Zoom from a quiet location. Remain muted when not speaking. Turn off any televisions or radios around you when not muted.
- Speak slowly and clearly.
- Address the Commission as a whole, do not address individual Commissioners.
- Switch to call-in audio: If your internet audio and video experience does not work, you can keep collaborating. Use a cell phone or land line to call into the meeting, using the dial-in number and passcode to join.
- For additional tips to ensure a successful hybrid meeting experience, contact the Commission Secretary at (415) 557-6540.

### POLICY ON AUDIO RECORDING OF COMMISSION MEETINGS

As stipulated in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available for public access no later than 10 days after the commission meeting by contacting the Commission Secretary at (415) 557-6540.

### DISABILITY ACCESS

The Commission's meeting room, the Ronald H. Born Auditorium, on the first floor at 170 Otis Street, has accessible seating for persons with disabilities (including those using wheelchairs). The closest accessible BART

Station is at 16th and Mission Streets. Accessible MUNI Lines are the 14-Mission, 49-Mission/Van Ness, and 9-San Bruno. All the MUNI Metro Lines are accessible. Accessible curb-side parking has been designated at points on the 100 block of Otis Street. To obtain a disability-related modification or accommodation, including auxiliary aids, services or sign language interpreters to participate in the meeting, please contact the Commission Secretary at (415) 557-6540 at least two business days before the meeting to help insure availability. In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, 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 City accommodate these individuals

#### TRANSLATION SERVICES

Interpreters for languages other than English are available on request. Please contact the Commission office at (415) 557-6540 at least two business days before a meeting.

#### RAMAYTUSH OHLONE LAND ACKNOWLEDGEMENT

The San Francisco Human Services Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples

#### KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at (415) 554-7724; Fax (415) 554-7854; e-mail: [sotf@sfgov.org](mailto:sotf@sfgov.org). Copies of the Sunshine Ordinance may be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sf.gov](http://www.sf.gov).

#### LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Section 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, SF 94102; (415) 252-3100; FAX (415) 252-3112; and web site [www.sfethics.org](http://www.sfethics.org).

#### ORAL PUBLIC COMMENT TO THE COMMISSION

Public comment will be taken on each item being considered by the Commission prior to the Commission's vote. To facilitate the conducting of the meeting, those wishing to speak are requested to complete a speaker card if attending in person and present them to the Commission Secretary; providing the speaker's name is optional. If attending virtually, either raise your hand on Zoom or unmute yourself at the appropriate time.

#### EXPLANATORY DOCUMENTS RELATED TO AGENDA ITEMS

Copies of explanatory documents are available through the Commission Secretary, (415) 557-6540, during normal business hours. They can be emailed, faxed or mailed to you upon request. They are also available on the Human Services Commission website: <https://www.sfhsa.org/about/commissions-committees/human-services-commission>

#### SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

IN COMPLIANCE WITH SENATE BILL 343'S AGENDA NOTICE REQUIREMENT

If any materials related to an item on this agenda have been distributed to the Human Services Commission after distribution of the agenda packet, those materials are available for public inspection in the Office of the Commission Secretary located at 170 Otis Street, 8<sup>th</sup> Floor.

**AGENDA**

- I. Roll call & introduction of new Commissioner President Kahn
- II. Adoption of Agenda
- III. Adoption of the March 10, 2022 Special Meeting Minutes
- IV. Adoption of the March 24, 2022 Regular Meeting Minutes
- V. The Executive Director's Report: Trent Rhorer
  - A. State and City legislation and budget reports
  - B. Family and Children's Services
  - C. Economic Support and Self-Sufficiency Services
  - D. Administration and other issues
- VI. Presentation of the April 2022 Employee of the Month Award President Kahn  
LESLIE LAU, Senior Contracts Manager, Office of Contract Management
- VII. Consent Calendar – Submitted for a single vote without discussion unless a Commissioner so requests in which event the matter to be discussed shall be removed from the consent calendar and considered as a separate item:
  - A. Requesting ratification of actions taken by the Executive Director since the March 24, 2022 Regular Meeting in accordance with Commission authorization of April 28, 2022:
    - 1. Submission of request to encumber funds in the total amount of \$14,205,518 for purchase of services or supplies and contingency amounts.
    - 2. Submission of 6 temporary positions for possible use in order to fill positions on a temporary basis made during the period of 3/4/22 to 4/11/22.
    - 3. Submission of 15 temporary appointments for possible use in order to fill positions on a temporary basis made during the period of 3/4/22 to 4/11/22.
- VIII. COMMISSION BUSINESS – ACTION ITEMS
  - A. Resolution to hold in-person meetings with some members possibly appearing remotely. President Kahn
  - B. Requesting adoption of resolution proclaiming April 2022 as CHILD ABUSE PREVENTION MONTH. Joan Miller &

- Jenny Pearlman  
(Safe & Sound)
- C. Requesting adoption of resolution proclaiming May 2022 as CALFRESH AWARENESS AND ACTION MONTH. Jeimil Belamide
- D. Requesting authorization to enter into a new grant agreement with EDGEWOOD CENTER FOR CHILDREN AND FAMILIES for the provision of kinship services; for the period of July 1, 2022 through June 30, 2026; in the amount of \$2,403,256, plus a 10% contingency, for a total amount not to exceed \$2,643,582 Casey Schutte
- E. Requesting authorization to enter into new grant agreements with MULTIPLE PROVIDERS (CHINATOWN YMCA, FARMING HOPE, LA COCINA AND SF HOUSING DEVELOPMENT CORPORATION) for the provision of Food Sovereignty Infrastructure: Community Kitchen Access; for the period of May 1, 2022 through April 30, 2023; in the combined amount of \$826,400, plus a 10% contingency, for a total amount not to exceed \$909,040 Cindy Lin
- F. Requesting authorization to modify the existing grant agreement with CHINATOWN COMMUNITY DEVELOPMENT CENTER (CCDC) for the provision of support for the annual Chinatown Food Giveaway event which has been disrupted by COVID-19 for the past two years; for the period of April 1, 2022 through June 30, 2022; for an additional amount of \$154,543, plus a 10% contingency, for a revised total amount not to exceed \$653,997. Cindy Lin
- G. Requesting authorization to modify the existing grant agreement with FIVE KEYS SCHOOLS & PROGRAMS for the provision of Academic Assessment Services; for the period of July 1, 2022 through June 30, 2024; for an additional amount of \$108,176, plus a 10% contingency, for a revised total amount not to exceed \$365,544. Adriana Duran
- H. Requesting authorization to modify the existing grant agreement with FIVE KEYS SCHOOLS & PROGRAMS for the provision of Cal-Learn Educational Support Services; for the period of July 1, 2022 through June 30, 2024; for an additional amount of \$39,774, plus a 10% contingency, for a revised total amount not to exceed \$107,487. Adriana Duran
- I. Requesting authorization to enter into a new contract agreement with TODD WRIGHT for the provision of ombudsman services; for the period of July 1, 2022 through June 30, 2026; in the amount of \$624,000, plus a 10% contingency, for a total amount not to exceed \$686,400 Melissa Connelly
- J. Requesting authorization to enter into a new contract agreement with MOBISTREAM SOLUTIONS for the provision of Secure Instant Messaging; for the period of May 1, 2022 through April 30, 2025; in the amount of \$770,564, plus a 10% contingency, for a total amount not to exceed \$847,620. Alex Leontiev
- K. Requesting authorization to modify the existing contract agreement with DOCUMENT FULFILLMENT SERVICES for the provision of CalWIN document processing and mailing; for the period of July 1, 2022 through December 31, Bernadette  
Casino

2023; for an additional amount of \$1,885,714, plus a 10% contingency, for a revised total amount not to exceed \$7,552,285.

- IX. PUBLIC COMMENT – Comments from the public will be received at this time regarding matters under the jurisdiction of the Human Services Commission. President Kahn
- X. ADJOURNMENT. President Kahn

Posted: April 22, 2022