

# SAN FRANCISCO HUMAN SERVICES COMMISSION

## REGULAR MEETING OF THURSDAY, AUGUST 25, 2016 AT 9:30 a.m.

Ronald H. Born Auditorium – 170 Otis Street

### DISABILITY ACCESS

The Commission's meeting room, 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 16<sup>th</sup> and Mission Streets. Accessible MUNI Lines are the 14-Mission, 49-Mission/VanNess, 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 557-6431 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 557-6431 at least two business days before a meeting.

### 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 Chris Rustom with the Sunshine Ordinance Task Force at 554-7724, Fax 554-7854, e-mail: Chris [Rustom@sfgov.org](mailto:Rustom@sfgov.org), City Hall Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689. 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.sfgov.org](http://www.sfgov.org).

### 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 <http://www.sfethics.org>.

### SUBMITTING WRITTEN PUBLIC COMMENT TO THE COMMISSION

Persons who are unable to attend the public meeting may submit to the Commission, by the time the proceedings begin, written comments regarding the subject of the meeting. These comments will be made a part of the official public record, and brought to the attention of the Human Services Commission and the Department of Human Services. Written comments should be submitted to the Commission Secretary, Post Office Box 7988, San Francisco, CA 94120.

### 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.

### EXPLANATORY DOCUMENTS RELATED TO AGENDA ITEMS

Copies of explanatory documents are available through the Commission Secretary (415 557-6431) during normal business hours. They can be faxed or mailed to you upon request. They are now also available at the department's web site <http://www.ci.sf.ca.us/>

### 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 room 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  |   | President Stewart |
| II.  | Adoption of Agenda   |   |                   |
| III. | Adoption of the Minutes of the: June 23, 2016 Regular Meeting  |   |                   |
| IV.  | The Executive Director's Report:   | A. State and City legislation and budget reports<br>B. Proposition N Implementation<br>C. Family and Children's Services<br>D. Economic Support and Self-Sufficiency Services<br>E. Administration and other issues | Trent Rhorer      |
| V.   | Presentation of the August 2016 Employee of the Month Award to<br>Alicia Broussard - Contracts Unit Lead Support Staff |   | President Stewart |

- VI. 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: President Stewart
- A. Requesting ratification of actions taken by the Executive Director since the June 23, 2016 regular meeting in accordance with Commission authorization of June 23, 2016:
1. Submission of requests to encumber funds in the amount of \$96,662,276 for purchase of services or supplies and contingency amounts;
  2. Submission of 118 temporary positions for possible use in order to fill positions on a temporary basis;
  3. Submission of report of 2 temporary appointments made during the period of 6.15.16 thru 8.16.16.
- VII. COMMISSION BUSINESS --- ACTION ITEMS
- A. Annual Hearing re the Homelessness and Supportive Housing Fund to review estimates of revenues allocated for Fiscal Year 2015-2016 pursuant to Administrative Code Section 10.100-77(e). Emily Gerth Gibbs
- B. Requesting consideration and possible action re the Commission's Annual Statement of Purpose for Fiscal Year 2016-2017 Susie Smith
- C. Shelter Grievance Advisory Committee: Susie Smith
1. Requesting approval of revisions to the Shelter Grievance Policy to reflect the transfer of function from the Human Services Agency to the new Department of Homelessness and Supportive Housing;
  2. Requesting approval of the transfer of Shelter Grievance Advisory Committee Member Appointments from the Human Services Commission to the Local Homeless Coordinating Board.
- D. Update -- Human Services Commission Budget Dan Kaplan
- E. Requesting authorization to enter into contract with TEECOM for evaluation of Facility Security Camera Systems; during the period of October 1, 2016 through June 30, 2017; in the amount of \$49,200 plus a 10% contingency for a total contract amount not to exceed \$54,120. Joseph Villatoro
- F. Requesting authorization to modify the existing grant with SAINT VINCENT DE PAUL SOCIETY OF SAN FRANCISCO for provision of Domestic Violence Intervention Services to Families Involved with Child Welfare; during the period of July 1, 2016 through June 30, 2018; in the additional amount of \$65,976 plus a 10% contingency for a revised total grant amount not to exceed \$956,372. Maggie Donahue
- G. Requesting authorization to modify the existing grant with SAN FRANCISCO CHILD ABUSE PREVENTION CENTER for provision of Mandated Reporter Training and Intervention Services; during the period of July 1, 2016 through June 30, 2017; in the additional amount of \$292,359 plus a 10% contingency for a revised total grant amount not to exceed \$1,602,417. Johanna Gendelman
- H. Requesting authorization to enter into contract with BINTI, INC. for provision of Resource Family Approval Recruitment and Approval Solution; during the period of September 1, 2016 through June 30, 2018; in the amount of \$85,000 plus a 10% contingency for a total contract amount not to exceed \$93,500. Barry Johnson
- I. Requesting authorization to enter into a new grant with FAMILY SUPPORT SERVICES OF THE BAY AREA for provision of Quality Childcare on an Emergency Basis for Mildly-Ill Children; during the period of July 1, 2016 through June 30, 2019; in the amount of \$1,774,584 plus a 10% contingency for a total grant amount not to exceed \$1,952,042. Jason Holthe
- VIII. PUBLIC COMMENT -- Comments from the public will be received at this time re matters under the jurisdiction of the Human Services Commission President Stewart
- IX. ADJOURNMENT

Posted 8.19.16