

SAN FRANCISCO HUMAN SERVICES COMMISSION
M I N U T E S
October 27, 2016 Regular Meeting

The regular monthly meeting of the Human Services Commission was held on Thursday, October 27, 2016, in the Ronald H. Born Auditorium at 170 Otis Street, San Francisco.

MEMBERS PRESENT	PABLO STEWART, M.D., President RITA SEMEL, Vice President SCOTT KAHN GEORGE YAMASAKI, JR.
MEMBER ABSENT	JAMES MCCRAY, JR. (Excused)
OTHERS PRESENT	Trent Rhorer, Executive Director – Human Services Agency Louise Rainey, Secretary – Human Services Commission Daniel Kaplan, Deputy Director - Finance and Administration Noelle Simmons, Deputy Director –Economic Support and Self Sufficiency Other department staff and interested citizens
ROLL CALL	President Stewart called the meeting to order at 9:35 a.m. noting the Commission was present with the exception of Commissioner McCray who had been excused.
AGENDA	On motion by Vice President Semel, seconded and unanimously carried, the Commission adopted the agenda amended as follows: 1. Item VII.F. Community Housing Partnership – the additional amount should be corrected to read \$59,687; 2. Items VIII. Public Comment and IX. Adjournment following Item XIII. Adjournment – deleted to correct a clerical error.
MINUTES	On motion by Vice President Semel, seconded and carried, the Commission unanimously approved the minutes as circulated.
EXECUTIVE DIRECTOR'S REPORT	Executive Director Trent Rhorer furnished an update re the State and City's budget processes, and program activities.
OCTOBER 2014 EMPLOYEE OF THE MONTH	President Stewart announced CalFresh San Francisco Benefits Net Eligibility Worker Melba Oco as the October 2016 Employee of the Month. Melba was recognized for her consistently outstanding work, her leadership and expertise. She is regarded as a consummate professional and the ultimate example of a positive team member. Melba was accompanied by her husband, Arnold Oco. She was presented an engraved desk clock and graciously accepted with thanks to all.
CONSENT CALENDAR	On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission ratified actions taken by the Executive Director since the September 29, 2016 special meeting in accordance with Commission authorization of June 23, 2013: 1. Submission of requests to encumber funds in the total amount of \$738,685 for purchase of services or supplies and contingency amounts; 2. Submission of 28 temporary positions for possible use in order to fill positions on a temporary basis; 3. Submission of 1 temporary appointment made during the period of 9.1716 through 10.11.16.
COUNTY ADULT ASSISTANCE PROGRAM (CAAP) REDESIGN	Deputy Director Noelle Simmons presented an overview of the County Adult Assistance Program Redesign.
ARRIBA JUNTOS	Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Arriba Juntos. On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the grant with ARRIBA JUNTOS for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$136,037 plus a 10% contingency for a revised total grant amount not to exceed \$685,692.
CATHOLIC CHARITIES	Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Catholic Charities. On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to modify the grant with CATHOLIC CHARITIES for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$22,046 plus a 10% contingency for a revised total grant amount not to exceed \$112,433.
CENTER ON JUVENILE AND CRIMINAL JUSTICE	Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Center On Juvenile and Criminal Justice. On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the grant with CENTER ON JUVENILE AND CRIMINAL JUSTICE for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$97,905 plus a 10% contingency for a revised total grant amount not to exceed \$499,315.
CENTRAL CITY HOSPITALITY HOUSE	Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Central City Hospitality House. On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to modify the grant with CENTRAL CITY HOSPITALITY HOUSE for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$101,181 plus a 10% contingency for a revised total grant amount not to exceed \$421,723.

COMMUNITY HOUSING PARTNERSHIP Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Community Housing Partnership.

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the grant with COMMUNITY HOUSING PARTNERSHIP for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$59,687 plus a 10% contingency for a revised total grant amount not to exceed \$310,734.

EPISCOPAL COMMUNITY SERVICES Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with

On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to modify the grant with EPISCOPAL COMMUNITY SERVICES for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$116,383 plus a 10% contingency for a revised total grant amount not to exceed \$592,652.

MISSION HIRING HALL Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with

On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to modify the grant with MISSION HIRING HALL for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$60,629 plus a 10% contingency for a revised total grant amount not to exceed \$346,309.

SWORDS TO PLOWSHARES Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Swords To Plowshares.

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the grant with SWORDS TO PLOWSHARES for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$60,880 plus a 10% contingency for a revised total grant amount not to exceed \$310,487.

TOOLWORKS Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with ToolWorks.

On motion by Commissioner Yamasaki, seconded and unanimously carried, the Commission granted authorization to modify the grant with TOOLWORKS for provision of the Homeless Employment Collaborative (HEC); during the period of October 1, 2013 through June 30, 2017; in the additional amount of \$43,718 plus a 10% contingency for a revised total grant amount not to exceed \$224,031.

EPISCOPAL COMMUNITY SERVICES Workforce Development Division Community Services Manager Bill Wedemeyer presented the request to modify the grant with Episcopal Community Services.

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the grant with EPISCOPAL COMMUNITY SERVICES for provision of the Conquering Homelessness Through Employment in Food Services (CHEFS); during the period of January 1, 2017 through June 30, 2017 in the additional amount of \$64,431 plus a 10% contingency for a revised total grant amount not to exceed \$457,460.

GRANT AGREEMENTS WITH DEPARTMENT OF HUMAN SERVICES NON-PROFIT SERVICE PROVIDERS Contracts Director John Tsutakawa presented the request to modify the grant with Department of Human Services Non-Profit Service Providers.

On motion by Vice President Semel, seconded and unanimously carried, the Commission granted authorization to modify the GRANT AGREEMENTS WITH DEPARTMENT OF HUMAN SERVICES NON-PROFIT SERVICE PROVIDERS for Cost of Doing Business Funds; during the period of July 1, 2016 through June 30, 2017; in a total aggregate grant amount not to exceed \$36,652.

PUBLIC COMMENT President Stewart's call for public comment did not yield a response.

PUBLIC MEETING ADJOURNED At 10:40 a.m., President Stewart adjourned the public meeting.

CLOSED SESSION At 10:41 a.m., President Stewart convened the closed session as permitted by Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b): Public Employee Performance Evaluation – Human Services Agency Executive Director Trent Rhorer.

RECONVENE IN OPEN SESSION At 11:15 a.m., President Stewart reconvened the public meeting into open session.

VOTE On motion by Vice President Semel, seconded and unanimously carried, the Commission elected to disclose some of the closed session discussion, to wit: That the Commission completed its evaluation of the performance of the Executive Director Trent Rhorer and found his performance exceeded the Commission's expectations.

On motion by Commissioner Yamasaki, seconded and unanimously carried the Commission approved the Executive Director's 2016-2017 Performance Plan and Performance Plan/Appraisal Report.

PUBLIC COMMENT President Stewart's call for public comment did not yield a response.

ADJOURNMENT President Stewart adjourned the meeting at 11:20 a.m.

Louise Rainey, Commission Secretary
Human Services Commission