

DEPARTMENT OF DISABILITY AND AGING SERVICES  
(DAS) COMMISSION

MINUTES October 2, 2024

CALL TO ORDER AND WELCOME/ President Spears

President Janet Y. Spears called our hybrid meeting to order in City Hall room 416 and virtually and stated that the DAS Commission acknowledged they are using the unceded homeland of the Ramaytush Ohlone peoples of the San Francisco Peninsula.

The (DAS) Commission Secretary called the roll:

Present: Commissioners, Wanda Jung, Martha Knutzen, Vice President Nelson Lum, President Janet Y. Spears, and Linda Parker Pennington.

Excused Absence: Barbara Sklar.

DAS Executive Director Kelly Dearman was present.

Communications:

Commission Secretary Ravi Durbeej provided instructions for any members of the public that would like to submit a public comment to the DAS Commission.

Approval of Minutes:

No public comment.

A motion to approve the September 4, 2024 Commission Meeting Minutes from  
The motion was unanimously approved.

EXECUTIVE DIRECTOR REPORT/ Kelly Dearman – Presented by Executive Director Kelly Dearman

Spoke on the current budget situation of the state. SB129 was signed and put into law which deals with the needs of older adults. To prepare for our growing elderly population, the California Agency on Aging will investigate core programs and services for the older population throughout the state. The C4A's across the state will be looking into uniform services throughout

the state where people can find the same services all over California. Thanks to everyone who worked on the Dignity Fund for working to receive the extra funding. Also, as a reminder in this heat, DAS is doing wellness calls to the most vulnerable clients to make sure they have resources they need.

Tues Oct 8<sup>th</sup> the State Dept of Aging and Disability is holding an event in Sacramento and several DAS staff will be there. Even though the event is at capacity, we can find room for any commissioners who are interested in attending.

#### DAS EMPLOYEE OF THE MONTH July 2024 Zhiqing Li who is a Program Analyst for the Office of Community Partnerships at DAS

- Director Dearman and the DAS Commission honored and thanked Zhiqing Li who is a Program Analyst for the Office of Community Partners at DAS. All of her commitment to the community and her job has made her an amazing asset here at DAS and we are deeply thankful for her exceptional contributions.
- Zhiqing Li thanked the commission and Executive Director Dearman and everyone at DAS and found how welcoming and kind all of her colleagues are. She enjoys this inclusive and welcoming environment to all her colleagues at DAS.
- Also thanked her supervisors for all of their help and guidance!

#### ADVISORY COUNCIL REPORT/ President Diane Lawrence

Spoke via WebEx and the council met on August and in September. There are 4 offices that the nominating committee will be voted on in the November meeting. Project Open House has had a new building open and there are still CSL openings that we would like to help fill.

In September Director Dearman spoke on Accessibility being added to the DEI office at DAS. We were updated on the C4A planning on the California's Older American Act and were updated on the progress of the Disability Community Center. There was a site visit at the Stonestown YMCA annex that has many rooms and is used during the summer months. Full disclosure President Lawrence did this report, and she is a member of the YMCA and interviewed the Director Danielle Fuentes. The programs offered at the annex are funded by DAS and there is a wide variety of services. There are many exercise classes and activities available and Marin County Foodbank volunteers there for meal services.

Commissioner Knutzen thanked her for the comprehensive report, and they seem like a model site but asked about getting people back to the congregate meals and how important that is.

#### JOINT LEGISLATIVE COUNCIL REPORT/ President Diane Lawrence

There was no meeting in September because there was no quorum but there was not much change in bills.

#### CASE REPORT/ Judith Dancer

CASE Report presented by Judith Dancer, who spoke on the DAS Case in person meeting at the Mission Community Music Center that was attended by a small but mighty group. Was nice to see people in person and have in person conversations with people. In October Gloria Bay will be attending to talk and the National single care and providers will be speaking as well. Thanked Mike Zaugg and his team for all his help. And in terms of Sequoia Living, they do provide congregate meals and approximately 2/3 of the people stay and eat there and 1/3 take it to go. We are seeing more people staying and socializing since after the pandemic.

#### Item 10 is GENERAL PUBLIC COMMENT.

A member of the public spoke on the important measure on the November ballot, notably Proposition D and E on commission reform. They also printed a one-page memo that was passed out to the

#### Item 11 OLD BUSINESS

No old business.

#### Item 12 NEW BUSINESS

### ITEMS A and B ARE INFORMATIONAL ITEMS ONLY AND DOES NOT REQUIRE A VOTE BY THE COMMISSION

#### A. Community Living Fund Six (6)-Month Report (January – June 2024) – INFORMATION ONLY (Presented by Zhiqing Li)

Presenter Zhiqing Li presented a report on the Community Living Fund 6-month Report January – June 2024. Gave the main proponents in the CLF focus areas which is highlighted in the supporting documents for this item.

Commissioner Jung commented and thanked Li for this well comprehensive and well prepared and asked about the update on the progress and access to service and if there was an update to the newly hired outreach coordinator. Presenter Li replied that the original coordinator did leave but they have hired a

new person and they just started.

Commissioner Jung also asked if there was progress made in reaching the API and LGBTQ communities and presenter Li replied that these communities have been attended to. Commissioner Jung also inquired about the high percentage of unknown race/ ethnicities in the report and Li responded many of the referrals came from SF Health Plan and they were made without the clients knowledge and that reflects why that data wasn't collected.

Vice President Lum asked about more access to various services and asked why there isn't more services available to Veteran Services.

Li answered that the Veteran's Association provides direct support to veterans and this program purchases and pay for resources that the Veteran's association does not provide.

President Spears asked what they expect to receive for funding, Mike Zaugg replied that they have over \$275,000 and will need more time to finalize that amount.

#### PUBLIC COMMENT

Member of the Community Living Fund commented that this fund turning into a reality is a good example of community coming together to secure this funding.

#### B. Presentation of the DAS FY 24/25 Schedule for Requests for Proposals. INFORMATION ONLY (Presented by Tahir Shaikh and Erica Maybaum)

Presenters Tahir Shaikh and Erica Maybaum spoke on the DAS FY 24/25 Schedule for Requests for Proposals. They gave an overview of the RFP 4-Year Dignity Fund Cycle and the schedule of RFP's that are currently calendared in the FY 24/25 year for DAS that is highlighted in the supporting documentation available online for this item.

#### PUBLIC COMMENT

No public comment

#### ITEMS C IS AN ACTION ITEM AND REQUIRES A VOTE BY THE COMMISSION

- C. Requesting authorization to modify the existing grant agreement with Project Open Hand for the provision of home delivered meals and nutrition assessments for adults with disabilities; during the period of October 1, 2024 through June 30, 2025, in the additional amount of \$139,517 plus a 10% contingency for a revised total amount not to exceed \$982,361. (Leah Walton will present the item)

Presenter Walton is requesting authorization to modify the existing grant agreement with Project Open Hand for the provision of home delivered meals and nutrition assessments for adults with disabilities; during the period of October 1, 2024 through June 30, 2025, in the additional amount of \$139,517 plus a 10% contingency for a revised total amount not to exceed \$982,361.

Commissioner Knutzen asked about the agency that declined to continue, and presenter Walton replied it was Self Help for the Elderly.

#### PUBLIC COMMENT

No public comment

A motion to approve from Commissioner Sklar.

The motion was unanimously approved.

#### Announcements –

Next meeting is November 6, 2024

#### Adjournment

Meeting adjourned at 10:53am by President Spears