



**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 March 14<sup>th</sup>, 2023**

Date: Tuesday, March 14th, 2023

Time: 1:05 p.m – 2:31 p.m.

Place: Hybrid

Ring Central Dial-in: +12679304000

Ring Central Conference I.D: 905048011

**Call to Order  
and  
Roll Call**

Governing Body Members present: Robin Wilson-Beattie, Haydee Hernandez, Alex Madrid, Daisy McArthur, Edda Mai Johnson.

Jesse Nichols, Sascha Bittner

Not Present: Rita Semel

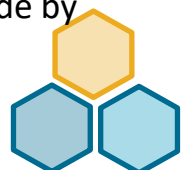
Also Present: Eileen Norman- Executive Director, Eren Gutierrez – Deputy Director, Rick Mena – Director of Finance & Operations,

**Review Agenda**

Eileen Norman- Executive Director, called the meeting to order at 1:05p.m in-person. A quorum of the members was present. Alex Madrid motioned to approve.

**Adoption of  
March 13<sup>th</sup>,  
2023, Minutes**

- Eileen Norman as acting President Sascha Bittner was under the weather.
- The agenda was reviewed. Alex Madrid motioned to approve agenda; Edda Mai Johnson seconded. Motion to approve the agenda was adopted.
- The minutes of January 10th were reviewed. A motion to adopt the minutes was made by



Robin Wilson-Beattie. Jesse Nichols  
seconded.

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**President's  
Report**

- Eileen Norman spoke on behalf of Sascha Bittner
- Eileen Norman spoke on the Brown Act. Brown Act is a law in place to increase transparency of public meetings being required to be held in-person. Eileen asked for consensus on Governing Body Members comfortability to be a part of signing on to proposed legislation to amend the Brown Act Law. Daisy McArthur mentioned that the choice of virtual or in-person should be left to the individual.

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**Director's  
Report**

- Eileen Norman discussed Annual Report distribution to the Governing Body members.
- Eileen Norman announced the launch of Free Livescan being introduced for IHSS providers to help with furthering recruitment and eliminating high costs.
- Eileen mentioned CICA California IHSS Consumer Alliance trainings being available for monthly online trainings. All Governing Body members can attend.
- RFP On-Call contract proposal submitted this week
- Age & Disability Task Force – Golden Gate Park Wayfinding project to improve directions, signage, access roads. Jesse Nichols encouraged Governing Body members to spread the word for in depth accessibility perspectives on this project.
- Eileen Norman announced her joining the Long-Term Care Coordinating Committee as a member next month.
- Recruiting more board members to be added



to the board, Eileen encouraged members to reach out to possible seat holders they deem fit. 5 seats available.

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<b>Issues &amp; Reports</b>	<b>Programs Report – Eren Gutierrez</b> <ul style="list-style-type: none"><li>• New Hires: Trevor Milbery Salesforce Data Analyst.</li><li>• Eren presented a detailed program services overview displaying the last two months (December 2022 &amp; January 2023) of activity: number of Registry Consumers (415), Mentorship, new Registry Provider applications (43), On-call consumers (assisted 128), Registry Provider activity, and other services activities.</li></ul> <b>Finance Report – Rick Mena</b> <ul style="list-style-type: none"><li>• Rick discussed the Organizational Summary of FY2022-23 with a Third Quarter Variance Report for all budget spending.</li></ul>
<b>Board Education</b>	<ul style="list-style-type: none"><li>• Robin Wilson-Beattie Presentation-Disability &amp; Intersectionality</li></ul>
<b>Announcements / Public Comments</b>	<ul style="list-style-type: none"><li>• Governing Body Seat Nominations. Sascha Bittner nominated as President, Robin Wilson-Beattie as Vice President, Treasurer as Alex Madrid, Secretary as Daisy McArthur. Members will vote on the slate next Governing Body Meeting in May.</li></ul>
<b>Meeting Evaluation</b>	<ul style="list-style-type: none"><li>• Governing Body members says meeting was helpful, and Robin’s presentation was informative and valuable.</li></ul>
<b>Adjourned</b>	<ul style="list-style-type: none"><li>• Motion to adjourn. Motion passed.</li><li>• Meeting adjourned at 2:31 pm</li></ul>

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**Documents supporting agenda items are available for review at the Public Authority office:  
832 Folsom Street, 9<sup>th</sup> Floor, San Francisco, CA 94107**

1. KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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, 9<sup>th</sup> Floor, San Francisco, CA 94107. All agendas and minutes are also accessible through our website: [www.sfihsSPA.org](http://www.sfihsSPA.org). Minutes and agendas are also available at the Main Branch of the San Francisco Public Library at the Government Information Center, 5<sup>th</sup> 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](mailto: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](mailto: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, 9<sup>th</sup> 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 11<sup>th</sup>, March 8<sup>th</sup>, May 10<sup>th</sup>, July 12<sup>th</sup>, September 13<sup>th</sup>, and November 15<sup>th</sup>. Our offices are on the 9<sup>th</sup> 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 & 5<sup>th</sup> 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





San Francisco IHSS Public Authority  
832 Folsom Street, 9<sup>th</sup> Floor  
San Francisco, CA 94107-1123  
Phone: 415-243-4477 / Fax: 415-243-4407

*In order to assist the IHSS Public Authority's effort to accommodate persons with severe allergies, environmental illness, 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 Authority to accommodate participation by these individuals.*





## **San Francisco Public Authority Governing Body –Meeting Agenda**

Date: Tuesday March 14<sup>th</sup>, 2023  
Time: 1:00 pm – 2:30 pm

Place: 832 Folsom Street, 9<sup>th</sup> Floor

Virtual:

<https://v.ringcentral.com/join/905048011?pw=6f0666df790806c1201e90189fe6bf4d>

Dial-In: (267) 930- 4000 Conference ID: 905048011

1. Call to Order & Roll Call
2. Review of Agenda
3. Adoption of January 10<sup>th</sup>, 2023 Minutes
4. President’s Report
5. Director’s Report
6. Issues and Reports
  - a) Programs Report – Eren Gutierrez
  - b) Finance Report – Rick Mena
7. Board Education
  - a) Robin Wilson-Beattie Presentation- Disability & Intersectionality
8. Announcements/ Public Comments:
9. Meeting Evaluation

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