

**San Francisco IHSS Public Authority  
 832 Folsom St., 9<sup>th</sup> Floor, San Francisco, CA  
 Governing Body – Regular Meeting  
 Minutes of March 12th, 2019**

<b>Board of Directors</b>
<b>Melvin Beetle</b> President Older Consumer Representative
<b>Kenzi Robi</b> Vice President Younger Consumer Representative
<b>Daisy McArthur</b> Secretary Union Representative
<b>Mike Boyd</b> Older Consumer Representative
<b>Tricia Webb</b> Younger Consumer Representative
<b>Rita Semel</b> Human Services Commissioner
<b>William Pitts</b> Older Consumer Representative
<b>Michael Pappas</b> Aging & Adult Services Commissioner

**Roll Call**

Directors Present: Kenzi Robi, Mike Boyd, Daisy McArthur, Tricia Webb, William Pitts, Melvin Beetle,

Directors Excused: Rita Semel, Patricia Wooley, Tatiana Kostanian

Also Present: Kelly Dearman – *Executive Director*, Eileen Norman – *Deputy Director*, Loc Chau – *Director of Finance and Operations*, Valerie Coleman – *Department of Aging and Adult Services*

**Call to Order**

Melvin Beetle, President of the Governing Body, called the meeting to order at 1:00 p.m. A quorum of the members was present.

**Agenda & Minutes**

- The agenda was reviewed.
- The minutes of January 8, 2019 were reviewed. A motion to adopt the minutes was made by Kenzi Robi. The motion was properly seconded by Tricia Webb. The minutes were unanimously adopted.

**President’s Report**

- Melvin Beetle introduced new board member Michael Pappas and welcomed him to the board.
- Mr. Beetle expressed concerns about Registry Providers not returning Consumer’s phone calls or voicemail messages. The DD ensured the board that the PA is continuously working on making improvements and finding a solution for this issue.
- Disability and Aging Capital Action Day will take place on May 23<sup>rd</sup>. Mr. Beetle encouraged all board





**President's  
Report (cont'd)**

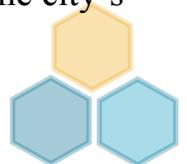
members and allies to attend and to let the PA or ED know if they are interested.

**Director's Report**

- The ED thanked Michal Pappas for joining the board and introduced Jim Blacksten, who is currently in the application process. There are presently 4 vacant spots on the board. The ED asked board members to inform her if they have any seat nominations.
- The Union and PA have reached an agreement and have ratified the contract.
  - Provider wages will increase to \$16.50 on July 1<sup>st</sup> and will increase to \$18.50 by July 2020.
  - The PA has agreed to provide masks, gloves and antibacterial wipes for all IHSS Providers. Beginning April 16<sup>th</sup>, Providers can come to the PA once a month to pick up these supplies. The ED will notify the board of the schedule once it is confirmed.
  - The PA has agreed to create Provider identification cards for any Provider who requests one. This card is optional. This service will begin on April 15<sup>th</sup>. The ED will notify the board of the schedule once it is confirmed.
  - There will be changes made to the Provider orientation. This does not affect the Public Authority.
  - Providers may volunteer to assist and train other Providers. Eleven Providers will be chosen for this task. This is a paid opportunity. Daisy McArthur will provide more information on this when she can.

**Board Education**

- **SF ADF Presentation – Valerie Coleman**
  - Valerie's presentation, titled "Ensuring an Age and Disability Friendly San Francisco", explained how San Francisco intends to implement a plan that will address the city's



## **Board Education (cont'd)**

rapidly increasing aging population so that we may tap into the potential that older people represent for humanity.

- Valerie discussed several projects that have been or will be put into place.

## **Issues & Reports**

- **Financial Report – Loc Chau** (*see attached*)
  - Other than the funding we received from DAAS we also received one additional grant from Practice Change Leaders and income from Livescan.
  - We have a healthy balance sheet and are on track with our revenue budget. We were able to spend money on capital expenditures, according to plan.
  - We will continue to allocate extra funding towards services for IP's and Consumers, wages for On-Call Workers and benefits.
  - The PA will cover the cost of professional development workshops for board members. The ED encouraged members to take advantage of this opportunity.
- **Programs Report – Eileen Norman** (*see attached*)
  - The PA submitted an RFP for the On-Call Program and won the bid for funding. This will enable us to continue providing On-Call services.
  - The One Stop Resource Center is continuing to do well. It hosts 3 trainings a month.
  - The Consumer Handbook is now available, physically and online. Our funding from Practice Change Leaders went towards creating this book. We hope that soon we will be able to have it translated. Mel Beetle commented that he has observed how the Consumer Handbook is already making a positive difference. He has noticed, through



**Issues & Reports  
(cont'd)**

his Mentorship experience, that Consumers seem more confident as they navigate the IHSS process.

- We currently have 2 open positions; Community Engagement Coordinator and Registry Counselor (English/Chinese bilingual)
- Two of our staff members gave birth and are on maternity leave. Congratulations to Eren and Jane.

**2019-2020  
Governing Body  
Officer's Slate**

- The Governing Body slate was announced as follows: Mel Beetle, President; Kenzi Robi, Vice President; William Pitts, Treasurer; Daisy McArthur, Secretary.
- A motion was made to approve the 2019-2020 Officers Slate. All Board members unanimously approved.

**Meeting  
Evaluation**

- All board members unanimously agree that the Board Education segment was very informative and enjoyable.

**Adjournment**

- The meeting adjourned at 3:03p.m.

