

**San Francisco IHSS Public Authority  
 832 Folsom St., 9<sup>th</sup> Floor, San Francisco, CA  
 Governing Body – Regular Meeting  
 Minutes of November 10, 2020**

<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>Tricia Webb</b>	Younger Consumer Representative
<b>Alex Madrid</b>	Mayor’s Disability Council Member
<b>Sascha Bittner</b>	Younger Consumer Representative
<b>Rita Semel</b>	Human Services Commissioner
<b>Robin Wilson-Beattie</b>	Younger Consumer Representative

**Roll Call**

Directors Present: Melvin Beetle, Kenzi Robi, Tricia Webb, Rita Semel, Daisy McArthur, Alex Madrid, Sascha Bittner, Robin Wilson-Beattie

Also Present: Kelly Dearman – *Executive Director*, Eileen Norman – *Deputy Director*, Loc Chau - *Director of Finance and Operations*, Jerrel Tucker- *Owner/Auditor*, TCA Partners, LLC

**Call to Order**

Melvin Beetle, President of the Governing Body, called the meeting to order at 1:10 p.m. A quorum of the members was present.

Due to the COVID-19 outbreak, this meeting was held via videoconference. This decision was made in compliance with San Francisco’s “Shelter in Place” ordinance.

**Agenda & Minutes**

- The agenda was reviewed.
- The minutes of September 8, 2020 were reviewed. A motion to adopt the minutes was made by Rita Semel. The motion was properly seconded by Tricia Webb. The minutes were unanimously adopted.

**Director’s Report**

- PA staff have done a great job of adapting to working from home. They have been able to keep all programs and services running successfully. The ED is proud of her team.
- As of October, the rate of Consumers and Providers who are utilizing EVV is at 90%.
- There are 3 statewide bills that CAPA has been following:



- SB 1257- This bill would require employers of domestic services to notify their employees of any work hazards. This bill was vetoed.
- AB685- Dictates that employers must alert employees if there has been a COVID outbreak or if they have been exposed to someone with a positive COVID test result. This was passed.
- SB275- Requires all hospitals to stockpile 45 days worth of PPE supplies as a precaution. This also includes IHSS. This bill was passed. The state will continue to provide the PA with PPE supplies.

## Issues & Reports

- **Finance Committee Recommendation on FY2019-20 Audit – Jerrel Tucker**
  - Due to the pandemic and shelter in place order, this fiscal year’s audit was a challenging and unique experience. There was a great deal of extra work that had to be done. Jerrel thanked Loc and Mary for their diligence and strong communication, which allowed him to complete the audit accurately.
  - The PA was found to have a clean audit with no issues or errors.
  - Melvin Beetle commended Loc and his team for their continuous hard work. The board members and ED unanimously agreed.
  - A motion to approve the audit was made by Rita Semel. The motion was properly seconded. The audit was unanimously approved.
  
- **Programs Report – Eileen Norman**
  - All PA services and programs are running steadily. This includes PPE distribution, Livescan and Provider IDs.





- In the month of October we served over 200 Consumers through Registry, 70 Consumers through On Call and Mentorship received about 70 referrals.
- The Management Team are doing their best to keep the morale up amongst staff by planning group activities via video conference and sending out notes of acknowledgment.
- The Salesforce Transition Team is continuing to work on preparing the new database for implementation next year.

**Public Comment/  
Announcements**

- No public comment or announcement was made.

**Adjournment**

- The meeting adjourned at 2:00p.m.

