

HSN MEMBERSHIP MEETING
SEPTEMBER 15, 2006
Meeting Minutes

I. Announcements

- The AIDS Office has implemented the cost of doing business increases at last. Members expressed appreciation for HSN's work on this issue.
- HSN wants to acknowledge our intern, Jack Lazarus. We are most grateful for all his hard work this summer. We wish him well at Stanford this fall.
- HSN's October member meeting will feature a discussion with Noelle Simmons, the Mayor's Budget Director, on the upcoming budget for FY '07-'08. We will also host a candidates' panel discussion for District 4 Supervisorial candidates. We urge all members with facilities in the Sunset to attend, and please invite any staff members who reside in the district.

II. Contract Reform

We are preparing for the next Board of Supervisors hearing in late October or November. In addition to the monthly Review Appellate Panel (RAP) meetings with nonprofit and City representatives, HSN's Contract Reform Committee meets separately each month. The RAP is focusing on DPH, HSA (including DAAS), DCYF and MOCD. The smaller departments will be brought into the process next.

Fifty-one nonprofits responded to the Office of Contract Administration (OCA) contractor survey. HSN is gathering additional contractor feedback to supplement the results. This additional outreach is necessary because the survey was not anonymous, so some contractors were reluctant to register their concerns. We need specific examples of both problems (late certification, late payments, unnecessary requirements, etc.) and positive examples of change. We are meeting with CASE, HAPN, Mental Health, and Substance Abuse Contractors Associations. We are also hosting a meeting on Thursday, September 21, 3 pm at the LightHouse, 214 Van Ness. Please attend if you have contracting issues you have not already raised with HSN. We plan to bring our concerns to the Health Commission and the Board.

The new model dispute resolution process has been posted on [OCA's website](#). Any problem with a contract that has already been awarded should use this process. OCA is asking departments to adopt the policy and distribute it to all contractors. Under the process, any contract streamlining issues may be brought to the RAP after department review.

HSN has formed an RFP Committee to examine the City's Requests for Proposals, and to develop recommendations to standardize and simplify the process. We are seeking a fair and even playing field. Sherilyn Adams is the Chair of this Committee, and we want to recruit other interested members. In addition, we need specific examples of problems that nonprofits have encountered in a recent RFP process. HSN is reviewing best practices from other counties, particularly Santa Clara and Contra Costa. The RFP Committee's next meeting is on Wednesday, September 27 at the IHSS Consortium. Please call or e-mail Debbi Lerman to join the Committee (debbilerman@sfhsn.org or 668-0444, ext 2).

III. November Elections Update

HSN will hold a Supervisorial candidates' forum for District 4 at our next member meeting on October 20. HSN has sent a questionnaire to all Supervisor candidates in all Districts requesting their responses on several health and human service issues. We will post the responses on our website. We urge all member agencies to print out a copy and post it for your staff and clients. Also, please encourage your staff and clients to register and vote.

HSN members have voted on six ballot measures and taken positions on five of them. HSN did not take a position on the local parking tax measure because we did not reach a quorum due to many abstentions. Our positions are:

- YES on Prop 1C: State Housing & Emergency Shelter Bond
- NO on Prop 85: Abortion Waiting Period for Youth
- YES on Prop 86: Cigarette Tax
- NO on Prop 90: Eminent Domain & Regulation of Private Property.
- YES on Prop F: San Francisco Paid Sick Leave

Nonprofits are legally permitted to take positions on ballot measures and contribute funds to ballot measure campaigns. However, nonprofits cannot endorse or contribute to candidates. HSN only takes positions as a coalition, and we do not list our members' names on any statement we issue. Our endorsement process has several time-consuming steps, which often makes it impossible to take a position on a measure in time to submit a paid ballot argument into the voter handbook. HSN's Public Policy Committee will look at options to streamline this policy.

IV. Report on meeting with Noelle Simmons, Director, Mayor's Budget Director

There have been some position changes in the Mayor's Office. Julian Potter is now the Deputy Chief of Staff. Her former position as Director of Public Policy is currently vacant and may not be filled.

The HSN Steering Committee met recently with Noelle Simmons for a preliminary conversation on the budget. The Mayor's Budget Office is concerned about decreases in revenue from the property transfer tax. They will release a projected deficit in late October or early November.

In the meeting with Ms. Simmons, HSN expressed our gratitude for the Mayor's 2% cost-of-doing-business (CODB) increase, but emphasized that the funds were not sufficient to cover our costs. Therefore, we are asking for a greater increase in next year's budget. City Departments still do not understand the importance of the CODB for nonprofit contractors, and some don't know the difference between cost-of-living-adjustments (COLAs) and CODBs. Some award letters went out stating that the funds were COLAs. We requested that the Mayor's budget instructions contain a uniform expectation that all Departments account for their contractors' true costs when submitting their budgets to the Mayor. We understand that this makes the City's deficit larger, but it allows the nonprofits' real costs to be recognized and assures that all nonprofit cuts are visible.

Several HSN members, while appreciative of the 3% CODB from the Mayor and Board, are concerned that the nonprofit sector continues to lose ground on wages with civil service employees. The unions received salary increases of 8.25% over three years and a 7.5% increase in their retirement contributions. The growing wage discrepancy can be attributed to the unions' greater ability to deliver votes and assist campaigns. Nonprofit leaders need to be phone banking, walking precincts, and registering our staff and clients. The nonprofit sector also does not clearly articulate to the public and City officials the real consequences of inadequate funding. HSN needs to be able to mobilize a collective action. The wage parity discussion should take place in a larger discussion of the sector, such as HSN's Caring for Vulnerable San Franciscans proposal.

The unions that represent nonprofit workers understand the importance of the CODB, and advocated for our increase with the Mayor and Board of Supervisors in this year's budget. SEIU is advocating for CODBs for all nonprofits, whether or not they are unionized. SEIU International is making some changes in their structure and leadership. Union locals are still voting and the final structure will be approved later this fall. SEIU will be comprised of just four locals, one of which will cover all of Northern California. The expected leader of the new local will be the current head of 535, which has nonprofit members and understands nonprofit issues. SEIU is part of a group that left the AFL/CIO years ago, and California is their model state with their largest membership. Local 250 UHW will be independent. The Laguna Honda Hospital workers will be in the new SEIU Northern California local.

V. Budget Victory Party

A Budget Victory Party will be co-hosted by the Coalition of Agencies Serving the Elderly, Senior Action Network and HSN. Please attend on Monday, September 25 from 4 – 6 pm at the LightHouse for the Blind and Visually Impaired (214 Van Ness Ave.). Supervisors Peskin and Daly will attend, as well as Nani Coloretti from the Mayor's Budget Office. We want to properly thank them for supporting funding for services, and let them know that San Francisco's most vulnerable residents need even more resources in next year's budget.

VI. Guest Speaker: Connie Chan, Aide to Supervisor Sophie Maxwell

Ms. Chan apologized that Supervisor Maxwell was unexpectedly unable to attend this meeting. HSN members expressed great appreciation for Supervisor Maxwell's leadership to improve the City's contracting process, and credited her with driving the recent progress. Ms. Chan is well aware of nonprofits' contracting issues with City Departments since she has spent a great deal of time working with the Task Force. She looks forward to receiving more feedback from contractors about ongoing issues, and applauds HSN's efforts to gather data. She often receives calls from nonprofit contractors with serious contract and/or payment problems with City departments. She is urging departments to hold workshops and assist contractors proactively, rather than just posting due dates and requirements on the City website. She is looking forward to the upcoming hearing before the Board of Supervisor's GAO Committee on contracting issues. She knows that Supervisors Ammiano and Mirkarimi want to assure that contracting and payment issues do not hamper or delay service delivery. She hopes the fall hearing will pressure the departments to make the needed changes, despite their constant claims that they are understaffed.

Several HSN members expressed concern that nonprofit contractors are still not viewed as partners with the City and that a cultural change is needed in the City's bureaucracy. Other members suggested that departments do not need more staff, but better procedures to have contracts signed more quickly. Middle managers need incentives to expedite contracts and payments. DCYF conducts an annual contractor satisfaction survey, and other departments should adopt this practice. In addition, it would be helpful if contractors could evaluate the department contract staff. Ms. Chan suggested that the Purchaser's Office might play a larger role in the contract process.

Supervisor Maxwell's office is concerned about whether there are adequate culturally competent services for the growing Asian population in District 10. The Supervisor is also worried that nonprofits do not have sufficient capacity to meet the needs of the District's African-American population. Small nonprofit organizations need assistance with fiscal monitoring. Ms. Chan suggested that more capacity building is needed, and that perhaps an umbrella organization could assist a number of the smaller organizations that have name recognition and trust in the community, but do not have adequate resources. HSN representatives responded that the sector wants to help build the capacity and assist the next generation of nonprofits that will address the communities' emerging issues. Supervisor Maxwell's office has identified ten organizations they want to help strengthen. They are seeking to establish a program by the end of the year. If any HSN members can assist these efforts, please contact Ms. Chan at 554-7671.

VII. Next Meeting and Adjournment

- HSN's next membership meeting will be held on Friday, October 29, from 9:30 a.m. – 11:30 a.m. at LightHouse for the Blind and Visually Impaired.
- HSN's Public Policy Committee is meeting on Wednesday, September 27, 10 am at Progress Foundation. This meeting is open to all HSN members who are current in their dues.
- The meeting adjourned at 11:30 a.m.

ATTENDEES AT HSN GENERAL MEMBERSHIP MEETING, SEPTEMBER 15, 2006

Sherilyn Adams, Larkin Street Youth Services
Brett Andrews, Positive Resource Center
Kavoos Bassiri, RAMS
Amy Beinart, Bernal Heights Neighborhood Center
Michael Blecker, Swords to Plowshares
Paul Bolick, Center for Human Development
Nancy Brundy, Institute on Aging
Merrill Buice, HSN
Keith Bussey, Haight Ashbury Free Clinics, Inc.
Donna Calame, IHSS Public Authority
George Clark, LightHouse for the Blind
Laura Clarke, Hearing & Speech Center
Dodie Chaney Fernandes, Bayview Hunters Point Foundation
Meg Cooch, Planning for Elders
Margy Dunlap, International Institute
Steve Fields, Progress Foundation
Nick Footracer, Children's Council of SF
Gail Gilman, CHP
Norman Hering, Oakes Children's Center
Bill Hirsh, AIDS Legal Referral Panel
Tim Hornbecker, The Arc
Denise Howell, Catholic Charities
Jack Lazarus, HSN
Debbi Lerman, HSN
Herb Levine, Independent Living Resource Center SF
Ellen Lord, LightHouse for the Blind
Tom McCaffrey, SAGE Project
Jenny McTackett, Edgewood
Tony Michelini, Catholic Charities
Eve Meyer, SF Suicide Prevention
Joe Neisen, New Leaf
Nancy Nielsen, Lutheran Social Services
Ken Reggio, Episcopal Community Services
Gina Rodriguez, SF Community Clinic Consortium
Steve Shane, IHSS Consortium
Rachel Thieme, SF Food Bank
Jason Thompson, Compass
Jonathan Vernick, Baker Places
Eunique Wesley, CLAER
Anissa Williams, Edgewood
Sherry Williams, Treasure Island Homeless Development Initiative