

[Charter Amendment - Dignity Fund]

**Describing and setting forth a proposal to the voters, at an election to be held on November 8, 2016, to amend the Charter of the City and County of San Francisco to:**

**1) establish the Dignity Fund to support Seniors and Adults with Disabilities; 2) require an annual contribution by the City to the Fund including an annual baseline amount of \$38 million, increasing by \$6 million for fiscal year 2017-2018, and increasing by \$3 million a year for the next 9 years until fiscal year 2026-2027, and continuing at that amount, adjusted annually for changes in aggregate discretionary City revenues, for the next 10 years until fiscal year 2036-2037; 3) establish a planning process for expenditures from the Fund; 4) create an Oversight and Advisory Committee; 5) set an expiration date of June 30, 2037; and, 6) change the “Commission on Aging” to the “Aging and Adult Services Commission” and update its responsibilities.**

Section 1. The Board of Supervisors hereby submits to the qualified voters of the City and County, at an election to be held on November 8, 2016, a proposal to amend the Charter of the City and County by adding Sections 16.128-1 through 16.128-12, and amending Section 4.120, to read as follows:

NOTE: **Unchanged Charter text and uncodified text** are in plain font.  
**Additions** are *single-underline italics Times New Roman font*.  
**Deletions** are ~~*strike-through italics Times New Roman font*~~.  
**Asterisks (\* \* \* \*)** indicate the omission of unchanged Charter subsections.

**SEC. 16.128-1. DIGNITY FUND; PREAMBLE.**

*(a) There is hereby established a fund, which shall be called the Dignity Fund (“Fund”), to be administered by the Department of Aging and Adult Services (“DAAS”), or any successor*

1 agency. Monies in the Fund shall be used or expended by DAAS, subject to the budgetary and  
2 fiscal provisions of the Charter, solely to help Seniors and Adults with Disabilities secure and  
3 utilize the services and support necessary to age with dignity in their own homes and  
4 communities. For purposes of Section 16.128-1 through 16.128.12, "Senior" shall mean a  
5 person 60 years old or older, and "Adult with a Disability" shall mean a person 18 years old or  
6 older with a disability as defined under the Americans With Disabilities Act.

7 (b) The Dignity Fund is needed to ensure the health and well-being of Seniors and Adults  
8 with Disabilities for the following reasons:

9 (1) DAAS and the San Francisco Long Term Care Coordinating Council have  
10 advanced a vision and set of long-term goals that highlight best practices, strengthen access to  
11 services, coordinate across agencies and City departments, and develop a unified strategy.

12 (2) Important safety net services to Seniors and Adults with Disabilities such as  
13 adult day programs and/or other state-funded services directed to low-income populations have  
14 suffered significant losses in funding due in part to the reorganization of California's health and  
15 long-term care services.

16 (3) San Francisco non-profit community based organizations are the City's most  
17 valuable public assets in terms of supporting Seniors and Adults with Disabilities to age with  
18 dignity in their own homes and communities.

19 (4) Seniors and Adults with Disabilities are valuable contributors to the City's  
20 vitality and must stay connected to friends and family who can help them age in place with  
21 dignity.

22 (5) Because a majority of the City's Seniors and Adults with Disabilities live on  
23 fixed incomes, the growing economic divisions in the City are putting them increasingly at risk of  
24 poor health outcomes and institutionalization.

1 (6) San Francisco has the highest percentage of Seniors and Adults with  
2 Disabilities of any urban area in California and the number of Seniors continues to steadily  
3 increase, especially for those over the age of 85. Over 40% live alone with inadequate support  
4 networks, in part because their families have been forced to seek more affordable housing or  
5 employment elsewhere, or because they have no children or they lack supportive families.

6 (7) The constant increase in economic pressure and lack of support for Seniors  
7 and Adults with Disabilities has impacted the cultural and ethnic diversity of the City.

8 (8) As of 2015, over 19,200 people 55 years of age and older were living in San  
9 Francisco with Alzheimer's disease or dementia. This number is projected to increase to 26,868  
10 by 2030 – a 40% increase in 15 years.

11 (9) Over 70% of veterans in the City are over the age of 55 and 28% of those  
12 have disabilities. As of 2015, 40% of all veterans rely on Veterans Administration health care  
13 with the remainder reliant on outside agencies to provide care, representing a massive  
14 undertaking by community based organizations.

15 (10) As of 2015, approximately 60% of people with HIV in San Francisco were  
16 over 50 years old. In 2020, it is estimated, 70% of people with HIV in San Francisco will be  
17 over 50 years old.

18 (11) In 2013, the Insight Center determined that a single person 65 years of age  
19 or older needed a monthly income of \$2,526 to rent housing and meet his or her basic needs in  
20 San Francisco. At that time, the fair market rent for a one-bedroom apartment was \$1,500 a  
21 month and 62% of all Seniors could not afford that rent. As of 2016, the fair market monthly  
22 rent for the same apartment is \$1,635. Many apartments have higher rents. The median rent for  
23 a one bedroom apartment in San Francisco is now approximately \$3,600 per month.

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1     **SEC. 16.128-2. GOALS OF THE DIGNITY FUND.**

2             The goals of expenditures from the Fund and the planning process created in  
3     Charter Sections 16.128-1 through 16.128-12, shall be:

4             (a) To ensure that San Francisco's Seniors and Adults with Disabilities are provided the  
5     opportunity to age with dignity and with affordable, quality services and support.

6             (b) To ensure San Francisco is an aging- and disability-friendly city, helping individuals  
7     age with dignity in communities as an important part of the City population and civic culture.

8             (c) To focus on the prevention of problems and on supporting and enhancing the  
9     strengths of older adults, people with disabilities, and their hands-on care providers.

10            (d) To complement the City's housing and community development efforts by providing  
11    needed long-term services and support in housing to keep individuals in their homes and  
12    communities.

13            (e) To strengthen a community-based network of services and support in all  
14    neighborhoods.

15            (f) To ensure that Seniors and Adults with Disabilities receive maximum benefit from the  
16    Fund and that equity is a guiding principle of the funding process.

17            (g) To distribute funds based on best practices, the highest need, and successful and  
18    innovative models in order to ensure maximum impact.

19            (h) To the maximum extent feasible, to distribute funds equitably among services for all  
20    eligible groups, regardless of race, ethnicity, sexual orientation, or gender identity or other  
21    identifying characteristics.

22            (i) To ensure Seniors and Adults with Disabilities are provided with gender responsive  
23    and culturally competent services.

1           (j) To strengthen collaboration around shared and agreed upon outcomes among service  
2 providers for Seniors and Adults with Disabilities and their hands-on care providers, including  
3 collaboration among public agencies and non-profit organizations.

4           (k) To fill gaps in services.

5           (l) To leverage other resources whenever feasible.

6           (m) To support programs that prioritize:

7                   (1) Stabilizing people, through food, homecare, transportation, and case  
8 management services;

9                   (2) Stabilizing housing to permit people to age in place successfully, through  
10 eviction protection, housing preservation, and accessibility improvements to existing housing;

11                   (3) Preventive health care and healthy aging;

12                   (4) Supporting transitions to the best home and community care and support,  
13 through ombudsman services, transitional care programs, and navigation assistance; and

14                   (5) Caregiver support.

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16 **SEC. 16.128-3. ANNUAL CONTRIBUTIONS TO THE FUND.**

17           (a) Annual Baseline Contributions to the Fund. Each year during the term of Charter  
18 Section 16.128-1 et seq., the City shall make an annual baseline contribution to the Fund in the  
19 amount of \$38 million, representing the amount the City spent in fiscal year 2016-2017 to  
20 provide eligible services as identified in Section 16.128-4 to Seniors and Adults with Disabilities.

21           (b) Additional Contributions for FY 2017-2018 through FY 2026-2027. For fiscal  
22 year 2017-2018, the City shall increase its contribution to the Fund over the baseline amount in  
23 subsection (a) by \$6 million. For each fiscal year from 2018-2019 through 2026-2027, the City  
24 shall increase its additional contribution to the Fund under this subsection (b) by \$3 million over  
25 the prior year.

1           (c) Projected Budget Deficits. Notwithstanding the provisions of subsection (b), the City  
2           may freeze the City's annual contribution to the Fund for any fiscal year 2017-2018 through  
3           2026-2027 at the then-current amount when the City's projected budget deficit for the upcoming  
4           fiscal year at the time of the Joint Report or Update to the Five Year Financial Plan as prepared  
5           jointly by the Controller, the Mayor's Budget Director, and the Board of Supervisors' Budget  
6           Analyst exceeds \$200 million, adjusted annually beginning with fiscal year 2017-2018 by the  
7           percentage increase or decrease in aggregate City discretionary revenues, as determined by the  
8           Controller, based on calculations consistent from year to year. In determining aggregate City  
9           discretionary revenues, the Controller shall only include revenues received by the City that are  
10           unrestricted and may be used at the option of the Mayor and the Board of Supervisors for any  
11           lawful City purpose.

12           (d) Additional Contributions for FY 2027-2028 through FY 2036-2037. For fiscal years  
13           2027-28 through 2036-2037, the City's annual contribution to the Fund shall equal its total  
14           contribution, including the baseline amount under subsection (a), for the prior year, beginning  
15           with Fiscal Year 2026-2027, adjusted by the percentage increase or decrease in aggregate City  
16           discretionary revenues, as determined by the Controller, based on calculations consistent from  
17           year to year. For purposes of this subsection (d), the "additional contribution" for these years  
18           shall mean the amount in excess of the baseline amount.

19           (e) The City may in any year contribute more to the Fund than the amounts required  
20           under subsections (a) through (d), but those increases shall not alter or affect the amounts of the  
21           City's required contributions for subsequent years.

22           (f) The Controller shall maintain the Fund separate and apart from all other City funds.  
23           Any amount in the Fund unspent or uncommitted at the end of the fiscal year shall be carried  
24           forward to the next fiscal year and, subject to the budgetary and fiscal limitations of this  
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1 Charter, shall be appropriated then or thereafter for the services and purposes specified in  
2 Section 16.128-4.

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4 **SEC. 16.128-4. ELIGIBLE SERVICES.**

5 The City shall only use monies from the Fund for the following categories of services and  
6 purposes, to benefit Seniors and Adults with Disabilities:

7 (a) Home and Community Based Long Term Care and Support: Home care, adult day  
8 health care, adult social day care, IHSS emergency homecare, short term interim housing  
9 options, housing stabilization and support services, respite care, transitional housing for those  
10 leaving institutional care, related transportation (not already mandated or funded), accessible  
11 transportation programs, and other similar services funded through the City's Aging and Adult  
12 Services Community Living Fund, or any successor legislation.

13 (b) Food and Nutrition Programs: Nutrition programs, including group meals,  
14 home-delivered meals, home-delivered groceries, food stamps outreach, and related education  
15 and outreach programs such as chronic disease self-management programs.

16 (c) Consumer and Caregiver Education, Empowerment, and Support: Programs  
17 including computers and digital learning, peer support programs, employment and training  
18 programs not otherwise mandated, senior companions, information and assistance programs,  
19 health insurance counseling and advocacy counseling, service connection programs, including  
20 resource centers supporting those with Alzheimer's disease and dementia, and family caregiver  
21 support programs.

22 (d) Senior/Disabled Community and Service Centers: Programs including senior  
23 centers, neighborhood-based village projects and similar programs, case management and care  
24 coordination, housing-based service connection programs, and other community-building  
25 activities that lead to more aging- and disability-friendly neighborhoods.

1 (e) Empowerment, Self-Advocacy and Legal Services Programs: Programs including  
2 benefits counseling and advocacy, eviction prevention, housing advocacy, long term care  
3 consumer rights, ombudsman programs, naturalization services, legal services and support, and  
4 IHSS/Supplemental Security Income (“SSI”)/Medi-Cal advocacy, including strengthening share  
5 of cost options.

6 (f) Health and Wellness Promotion: Programs including abuse and fraud prevention,  
7 grief counseling and suicide prevention, telephone reassurance, medication management, money  
8 management, and behavioral health not otherwise funded or mandated, health promotion and  
9 screening, and other activities that promote well-being and decrease social isolation.

10 (g) Targeted Services: Outreach, planning and targeted services and support to LGBT  
11 seniors, veterans, ethnic communities, people with disabilities and chronic conditions, their  
12 caregivers and other high-need groups as strong and integrated components of the service  
13 categories above.

14 (h) Funding for the Department of Aging and Adult Services to staff the Oversight and  
15 Advisory Committee created in Section 16.128-11 (“Oversight and Advisory Committee”), and  
16 to support planning and evaluation processes, and facilitate funding allocation;

17 (i) Administration of the Fund and evaluation of Fund goals and services;

18 (j) Technical assistance and capacity-building for service providers and community-  
19 based partners; and,

20 (k) Services that supplement, expand, or enhance existing programs for Seniors or  
21 Adults with Disabilities.

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23 **SEC. 16.128-5. EXCLUDED SERVICES.**

24 Notwithstanding Section 16.128-4, services paid for by the Fund shall not include:  
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1 (a) Services provided by the Police Department or other law enforcement agencies,  
2 courts, the District Attorney, Public Defender, City Attorney, the Fire Department, and detention  
3 or probation services mandated by state or federal law;

4 (b) Any service that benefits Seniors or Adults with Disabilities incidentally or only as  
5 members of a larger population of adults;

6 (c) Any service realigned by the State or for which a fixed or minimum level of  
7 expenditure is mandated and funded by state or federal law, to the extent of the level of funding  
8 provided;

9 (d) Acquisition of any capital item unless for the primary and direct use by Seniors and  
10 Adults with Disabilities and that is necessary for the expansion of services and support;

11 (e) Acquisition, other than by lease for a term of ten years or less, of any real property  
12 or land, or capital expenditures, or predevelopment or construction costs for housing;

13 (f) Maintenance, utilities, or any similar operating costs of any facility not used  
14 primarily and directly by Seniors and Adults with Disabilities or of any recreation or park  
15 facility, library, hospital, or housing;

16 (g) Medical health services, other than prevention, education, and behavioral and  
17 mental health support services; or

18 (h) Services provided by hospitals and long-term care institutions.

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20 **SEC. 16.128-6. PLANNING CYCLE.**

21 (a) The City shall appropriate the additional contributions to the Fund under  
22 Section 16.128-3(b) and (d) according to a four-year planning process. This process is intended  
23 to: (1) increase transparency, accountability, and public engagement; (2) provide time and  
24 opportunities for community participation and planning; (3) ensure program stability; and (4)  
25 maximize the effectiveness of the services funded.

1           (b) Year 1 - Community Needs Assessment. Beginning in fiscal year 2017-2018 and  
2           during every fourth fiscal year thereafter, DAAS shall conduct a Community Needs Assessment  
3           (CNA) to identify services to receive monies from the Fund. The CNA shall include qualitative  
4           and quantitative data sets collected through interviews, focus groups, surveys, or other outreach  
5           mechanisms to determine service gaps and unmet needs. In conducting the CNA, DAAS shall  
6           also review needs assessments prepared by community and other governmental entities. Subject  
7           to the budgetary and fiscal provisions of the Charter, DAAS may contract with consultants and  
8           outside experts for such services as it may require to prepare the CNA. DAAS shall undertake a  
9           robust community process to solicit input from Seniors and Adults with Disabilities, in  
10           consultation with the Mayor's Office on Disability or any successor agency.

11           DAAS shall, in consultation with the Oversight and Advisory Committee, develop a plan  
12           for how to conduct the CNA with the Oversight and Advisory Committee. The CNA shall include  
13           a gap analysis comparing actual performance with potential or desired performance and an  
14           equity analysis of services and resources for Seniors, Adults with Disabilities, and their  
15           caregivers.

16           DAAS shall develop a set of equity metrics to be used to establish a baseline of existing  
17           services and resources for Seniors and Adults with Disabilities in low-income neighborhoods  
18           and disadvantaged communities, compared to services and resources available in the City as a  
19           whole. This equity analysis shall include an examination of eligibility for existing programs and  
20           will seek to provide more services and support for those low and modest income residents who  
21           are not currently eligible for assistance with home and community-based services.

22           The outreach for the CNA shall create opportunities for a robust cross-section of  
23           stakeholders, including Seniors, Adults with Disabilities, their caregivers, nonprofit agencies,  
24           and other members of the public, to provide input. By September 1, DAAS shall provide its plan  
25           for conducting the CNA to the Oversight and Advisory Committee, the Service Provider Working

1 Group created in Section 16.128-11(e), the Aging and Adult Services Commission and the Board  
2 of Supervisors. The plan shall be a public document.

3 By March 1, DAAS shall complete a draft CNA and provide this draft to the Oversight  
4 and Advisory Committee and the Service Provider Working Group for review. DAAS shall also  
5 provide the draft CNA to interested City departments and commissions, including but not limited  
6 to the Aging and Adult Services Commission, the Mayor's Office on Disability, the Long Term  
7 Care Coordinating Council, the Human Services Commission, the Health Commission, the  
8 Recreation and Park Commission, the Adult Probation Department, the Veterans Affairs  
9 Commission, the Commission on the Status of Women, the Police Commission, the Library  
10 Commission, and the Arts Commission. The CNA shall include an Executive Summary and clear  
11 description of the categories of services provided and unmet needs to be addressed.

12 By April 1, DAAS shall submit a final version of the CNA to the Aging and Adult Services  
13 Commission and the DAAS Advisory Council. The final version of the CNA may incorporate any  
14 comments or suggestions made by the Oversight and Advisory Committee, the public, or the  
15 agencies that received copies of the draft CNA. The Aging and Adult Services Commission and  
16 the Oversight and Advisory Committee shall hold a joint public hearing to review the CNA.

17 By May 1, the Aging and Adult Services Commission shall provide input on and approve  
18 or disapprove the CNA. If the Aging and Adult Services Commission disapproves the report,  
19 DAAS may modify and resubmit the report.

20 By June 1, the Board of Supervisors shall consider and approve or disapprove, or  
21 modify, the CNA. If the Board disapproves the CNA, DAAS may modify and resubmit the CNA,  
22 provided, however, that the City may not expend monies from the Fund until the Board of  
23 Supervisors has approved the CNA.

24 (c) Year 2 – Services and Allocation Plan. Beginning in fiscal year 2018-2019 and  
25 during every fourth fiscal year thereafter, DAAS, in consultation with the Oversight and

1 Advisory Committee, shall prepare a Services and Allocation Plan ("SAP") to determine  
2 services that will receive monies from the Fund. All services identified in Section 16.128-4 are  
3 potentially eligible to receive funding, but DAAS is not required to classify allocations according  
4 to the service categories in that section. DAAS shall use the following process to prepare the  
5 SAP:

6 (1) DAAS shall disseminate a draft SAP to interested City departments and  
7 commissions, including but not limited to the Aging and Adult Services Commission, the Mayor's  
8 Office on Disability, the Long Term Care Coordinating Council, the Human Services  
9 Commission, the Health Commission, the Recreation and Park Commission, the Adult Probation  
10 Department, the Commission on the Status of Women, the Police Commission, the Library  
11 Commission, and the Arts Commission. In preparing the draft SAP, DAAS shall confer with the  
12 Department of Children, Youth and Their Families to coordinate funding for services for  
13 Transitional-Aged Youth, as defined in Charter Section 16.108(e), with Disabilities from both the  
14 Dignity Fund and the Children and Youth Fund.

15 The SAP must:

16 (A) Demonstrate consistency with the CNA and with Citywide vision and  
17 goals for the Fund;

18 (B) Include all services for Seniors and Adults with Disabilities to secure  
19 and utilize the services and support necessary to age with dignity in their own homes and  
20 communities;

21 (C) Be outcome-oriented and include goals and measurable and  
22 verifiable objectives and outcomes;

23 (D) Include capacity-building and evaluation of services as separate  
24 funding areas;

1 (E) State how services will be coordinated and have specific amounts  
2 allocated towards specific goals, service models, populations, and neighborhoods;

3 (F) Include funding for neighborhood-initiated projects totaling at least  
4 3% of the total proposed expenditures from the Fund for the four-year planning cycle established  
5 in this Section 16.128-6;

6 (G) Include funding for pilot programs to develop and test new and  
7 innovative programs, in an amount not to exceed 3% of the total proposed expenditures from the  
8 Fund for the cycle;

9 (H) Include funding for an undesignated contingency reserve, in an  
10 amount not to exceed 2% of the total proposed expenditures from the Fund for the cycle;

11 (I) Include, as a separate line item, an allocation of funds required for the  
12 preparation, monitoring, and evaluation of the CNA and SAP required under this  
13 Section 16.128-6 and the Evaluation and Data Report required under Section 16.128-7;

14 (J) Include evaluation data from the previous funding cycle; and

15 (K) Incorporate strategies to coordinate and align services for Seniors  
16 and Adults with Disabilities funded by all governmental or private entities and administered by  
17 the City, whether or not those services are eligible to receive monies from the Fund.

18 (2) The SAP shall reference the gap analysis and equity analysis of services and  
19 resources for Seniors, Adults with Disabilities, and their caregivers included in the CNA. Using  
20 the equity metrics developed for preparation of the CNA, the SAP shall compare proposed new,  
21 augmented, and coordinated services and resources for low-income and moderate-income  
22 neighborhoods and disadvantaged communities with services and resources available to the City  
23 as a whole.

24 (3) Subject to the budgetary and fiscal provisions of the Charter, DAAS may  
25 contract with consultants and outside experts for such services as the Department may require to

1 prepare the SAP, including the equity analysis of services and resources for Seniors, Adults with  
2 Disabilities, and their caregivers.

3 (4) The Board of Supervisors shall by ordinance outline the timeline for the  
4 development of the Services and Allocation Plan. Prior to completion of the first SAP and while  
5 the first planning cycle is in process, DAAS, in consultation with the Oversight and Advisory  
6 Committee, may expend monies from the Fund based on existing needs assessment analysis.

7 (d) Years 3 and 4 – Selection of Contractors. Beginning with Fiscal Years 2019-2020  
8 and 2020-2021 and during every fourth fiscal year thereafter, DAAS shall conduct competitive  
9 solicitations for services to be funded from the Fund. Requests for proposals will be grouped by  
10 issue area and spread out on a schedule known in advance to provide for a smooth and efficient  
11 timeline. The Human Services Agency and the Department of Aging and Adult Services shall  
12 work together and manage resources so that the RFP process will keep to the schedule and  
13 contract awards will be made within a reasonable time.

14 (e) Years 3 and 4 – Service Cycle Begins. Contracts for services shall start on July 1,  
15 beginning with Fiscal Year 2019-2020. During subsequent years of the four-year planning cycle  
16 established in this Section 16.128-6, DAAS, with the consultation and input of the Oversight and  
17 Advisory Committee, may issue supplemental competitive solicitations to address amendments to  
18 the SAP and emerging needs.

19 (f) DAAS may recommend, and the Oversight and Advisory Committee and the Board of  
20 Supervisors may approve, changes to the due dates and timelines provided in this  
21 Section 16.128-6. The Board of Supervisors shall approve such changes by ordinance.

## 22 23 **SEC. 16.128-7. EVALUATION.**

24 DAAS shall provide for the evaluation on a regular basis of all services funded through  
25 the Fund, and shall prepare on a regular basis an Evaluation and Data Report for the Oversight

1 and Advisory Committee. Subject to the budgetary and fiscal provisions of the Charter, DAAS  
2 may contract with consultants and outside experts for such services as the Department may  
3 require to conduct such evaluations and to prepare the Evaluation and Data Report. This  
4 evaluation process is intended to be reasonable in scope and to build on and strengthen existing  
5 program evaluations.

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7 **SEC. 16.128-8. SELECTION OF CONTRACTORS.**

8 The Oversight and Advisory Committee shall recommend standards and procedures for  
9 the selection of contractors to be funded from the Fund. It shall be the policy of the City to use  
10 competitive solicitation processes where appropriate and to give priority to the participation of  
11 non-profit agencies.

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13 **SEC. 16.128-9. IMPLEMENTATION.**

14 (a) The Board of Supervisors may by ordinance implement Sections 16.128-1 through  
15 16.128-12.

16 (b) In implementing Sections 16.128-1 through 16.128-12, primary goals shall include  
17 facilitating public participation and maximizing availability of information to the public.

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19 **SEC. 16.128-10. EFFECT OF PROCEDURAL ERRORS.**

20 No appropriation, contract, or other action shall be held invalid or set aside by reason of  
21 any error, including without limitation any irregularity, informality, neglect, or omission, in  
22 carrying out procedures specified in Sections 16.128-1 through 16.128-12, unless a court finds  
23 that the party challenging the action suffered substantial injury from the error and that a  
24 different result would have been probable had the error not occurred.

1     **SEC. 16.128-11. ADVISORY COMMITTEE.**

2             (a) Creation. There shall be a Dignity Fund Oversight and Advisory Committee  
3     (“Oversight and Advisory Committee”) to monitor and participate in the administration of the  
4     Dignity Fund as provided in Charter Section 16.128-1 et seq., and to take steps to ensure that the  
5     Fund is administered in a manner accountable to the community.

6             (b) Responsibilities.

7             (1) The Oversight and Advisory Committee shall develop recommendations for  
8     DAAS and the Fund regarding outcomes for services to Seniors and Adults with Disabilities, the  
9     evaluation of services, common data systems, a process for making funding decisions, program  
10    improvement and capacity-building of service providers, community engagement in planning  
11    and evaluating services, leveraging dollars of the Fund, and the use of the Fund as a catalyst for  
12    innovation. The Oversight and Advisory Committee shall promote and facilitate transparency  
13    and accountability in the administration of the Fund and in the planning and allocation process.

14            (2) As provided in Section 16.128-6, the Oversight and Advisory Committee shall  
15    provide input into the planning process for the Community Needs Assessment (“CNA”) and the  
16    final CNA, the Services and Allocation Plan, and the over-all spending plan for the Fund to be  
17    presented to the Aging and Adult Services Commission, and shall review the annual Data and  
18    Evaluation Report. Nothing in this Section 16.128-11 shall limit the authority of the Mayor and  
19    the Board of Supervisors to propose, amend, and adopt a budget under Article IX of the Charter.

20            (3) The Oversight and Advisory Committee shall establish and maintain a Service  
21    Provider Working Group as provided in subsection (e).

22            (4) The Oversight and Advisory Committee shall meet at least six times a year.

23            (c) Composition. The Oversight and Advisory Committee shall have 11 members. The  
24    Aging and Adult Services Commission shall appoint two of its members to the Oversight and  
25    Advisory Committee. The Advisory Council to the Department of Aging and Adult Services shall



1 appoint three of its members to the Oversight and Advisory Committee. And the Long Term  
2 Care Council shall appoint three of its members to the Oversight and Advisory Committee. The  
3 Mayor shall appoint the remaining three at-large members of the Oversight and Advisory  
4 Council, subject to rejection by the Board of Supervisors within 30 days following transmittal of  
5 the Notice of Appointment.

6 The appointing authorities shall appoint the initial members by February 1, 2017. The  
7 terms of the initial appointees to the Committee shall commence on the date of the first meeting  
8 of the Committee, which may occur when at least eight members have been appointed and are  
9 present.

10 (d) Implementation. The Board of Supervisors shall further provide by ordinance for the  
11 membership, structure, functions, appointment criteria, terms, and administrative and clerical  
12 support of the Oversight and Advisory Committee. The Board of Supervisors shall adopt such  
13 legislation to be effective by January 1, 2017.

14 (e) Service Provider Working Group. The Oversight and Advisory Committee shall  
15 create a Service Provider Working Group (“Working Group”) to advise the Oversight and  
16 Advisory Committee on funding priorities, policy development, the planning cycle, evaluation  
17 design and plans, and any other issues of concern to the Working Group related to the Fund or  
18 the responsibilities of DAAS or other departments receiving monies from the Fund. The Working  
19 Group shall engage a broad cross-section of service providers in providing information,  
20 education, and consultation to the Oversight and Advisory Committee. All members of the  
21 Working Group shall be actively providing services to Seniors, Adults with Disabilities, and their  
22 caregivers. DAAS staff shall provide administrative and clerical support to the Working Group.  
23 The Working Group shall meet at least four times a year. The Oversight and Advisory  
24 Committee shall appoint two initial co-chairs of the Working Group, who shall be responsible  
25 for developing the structure of the Working Group and facilitating the meetings. After the terms

1 of the initial co-chairs expire, the Working Group shall select its own chairs. Working Group  
2 meetings shall be open to the public and encourage widespread participation.

3  
4 **SEC. 16.128-12. SUNSET.**

5 The provisions of Sections 16.128-1 through 16.128-12 shall expire at the end of Fiscal  
6 Year 2036-37.

7  
8 **SEC. 4.120. AGING AND ADULT SERVICES COMMISSION ~~ON AGING~~.**

9 The Aging and Adult Services Commission ~~on the Aging~~ shall consist of seven members  
10 appointed by the Mayor, pursuant to Section 3.100, for four-year terms. Members may be  
11 removed by the Mayor. The Commission shall oversee the Department of Aging and Adult  
12 Services, including the functions of the Public Guardian/Administrator, as well as carry out any  
13 additional duties and functions assigned to the Commission by ordinance or pursuant to  
14 Section 4.132. The duties and functions of the Commission shall be assigned pursuant to Section  
15 4.132.

16  
17 Section 2. The provisions of this Charter amendment shall become operative on  
18 January 1, 2017, unless otherwise provided in the legislation.

19  
20 APPROVED AS TO FORM:  
21 DENNIS J. HERRERA, City Attorney

22  
23 By: \_\_\_\_\_  
24 THOMAS J. OWEN  
25 Deputy City Attorney

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