

File No. 150746 Committee Item No. 1  
 Board Item No. 2

**COMMITTEE/BOARD OF SUPERVISORS**  
 AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date September 3, 2015

Board of Supervisors Meeting Date September 15, 2015

**Cmte Board**

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

**OTHER (Use back side if additional space is needed)**

- |                                     |                                     |                       |
|-------------------------------------|-------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Referral - 07/15/2015 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | _____                 |
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Completed by: Erica Major Date August 28, 2015  
 Completed by: Alisa Somera Date September 3, 2015

1 [Setting the 2015 Budget and Legislative Analyst Services Audit Plan]

2  
3 **Motion directing the Budget and Legislative Analyst to conduct a performance audit of**  
4 **City departments' provisions of services to seniors, including funding sources,**  
5 **coordination and duplication of services, and monitor of performance and outcomes.**  
6

7 WHEREAS, It is the policy of the Board of Supervisors that each program of the City  
8 and County of San Francisco be the subject of a performance audit at least once every eight  
9 years; and

10 WHEREAS, The function of regular performance audits is to ensure that City  
11 departments and agencies make prudent and efficient use of City resources and also  
12 effectively perform the functions assigned to them by the Charter and applicable laws; and, be  
13 it;

14 MOVED, That the Budget and Legislative Analyst is hereby directed as a first priority to  
15 conduct a performance audit of City departments' provisions of services to seniors, including  
16 funding sources, coordination and duplication of services, and monitoring of performance and  
17 outcomes.  
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20  
21  
22  
23  
24  
25

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## MEMORANDUM

TO: Anne Hinton, Executive Director, Department of Aging and Adult Services

FROM: Erica Major, Assistant Committee Clerk, Government Audit and Oversight Committee, Board of Supervisors

DATE: July 15, 2015

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Yee on July 7, 2015:

**File No. 150746**

**Motion directing the Budget and Legislative Analyst to conduct a performance audit of City departments' provisions of services to seniors, including funding sources, coordination and duplication of services, and monitor of performance and outcomes.**

If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c:

La Shaun Williams, Department of Aging and Adult Services

## Major, Erica (BOS)

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**From:** Major, Erica (BOS)  
**Sent:** Wednesday, July 15, 2015 9:01 AM  
**To:** Hinton, Anne (HSA) (DSS)  
**Cc:** Williams, LaShaun (ADP); Somera, Alisa (BOS)  
**Subject:** REFERRAL FYI (150746) Setting the 2015 Budget and Legislative Analyst Services Audit Plan  
**Attachments:** 150746 FYI.pdf

Greetings:

This matter is being forwarded to your department for informational purposes. If you have any comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

Thank you.

**Erica Major**  
**Assistant Committee Clerk**  
Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, City Hall, Room 244  
San Francisco, CA 94102  
Phone: (415) 554-4441 | Fax: (415) 554-5163  
[Erica.Major@sfgov.org](mailto:Erica.Major@sfgov.org) | [www.sfbos.org](http://www.sfbos.org)

 Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

*Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion, or Charter Amendment)
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [ ] inquires"
- 5. City Attorney request.
- 6. Call File No. [ ] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. [ ]
- 9. Reactivate File No. [ ]
- 10. Question(s) submitted for Mayoral Appearance before the BOS on [ ]

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission     Youth Commission     Ethics Commission
- Planning Commission     Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative Form.**

**Sponsor(s):**

Supervisor Yee

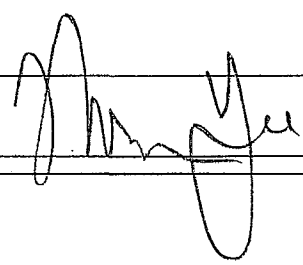
**Subject:**

Setting the 2015 Budget and Legislative Analyst Services Audit Plan.

**The text is listed below or attached:**

[ ]

Signature of Sponsoring Supervisor:



For Clerk's Use Only:

