

File No. 111162

Committee Item No. 6
Board Item No. 8

COMMITTEE/BOARD OF SUPERVISORS AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: November 2, 2011

Board of Supervisors Meeting

Date Nov. 15, 2011

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|----------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Budget & Legislative Analyst Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ethics Form 126 |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input checked="" type="checkbox"/> | <input checked="" 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"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |

OTHER

(Use back side if additional space is needed)

- | | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

Completed by: Victor Young
Completed by: Victor Young

Date: October 28, 2011
Date: 11-3-11

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

1 [Appropriating \$3,448,827 of State Revenue Loss Reserves and Federal Revenues for Adult
2 Day Health Centers at the Human Services Agency - FY2011-2012]

3
4 **Ordinance appropriating \$3,370,001 of State revenue loss reserves and \$78,826 of**
5 **Adult Protective Services federal match revenues to provide one-time bridge funding to**
6 **Adult Day Health Centers, through the Human Services Agency, in order to mitigate**
7 **state cuts in FY2011-2012.**

8
9 Note: Additions are single-underline italics Times New Roman;
10 deletions are ~~strikethrough italics Times New Roman~~.
11 Board amendment additions are double underlined.
12 Board amendment deletions are ~~strikethrough normal~~.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. The sources of funding outlined below are herein appropriated to reflect the
15 funding available for Fiscal Year 2011-2012.

16
17 **SOURCES Appropriation**

18	Fund	Index/ Project	Subobject	Description	Amount
19	1G AGF AAA	995031	48990	State Revenue Loss	\$3,370,001
20	General Fund – Non- Project			Reserve	
21	1G AGF AAA	45ADREVS	40105	APS/CSBG Health-Related	\$78,826
22	General Fund – Non- Project			Title XIX Federal	
23	Total SOURCES Appropriation				\$3,448,827

1 Section 2. The uses of funding outlined below are herein appropriated in Subobjects
 2 03801-Community Based Organization Services and 00501-Temporary Salaries and reflects
 3 the projected uses of funding to support the Human Services Agency in providing one-time
 4 bridge funding to Adult Day Health Centers in order to mitigate State cuts in Fiscal Year 2011-
 5 2012.

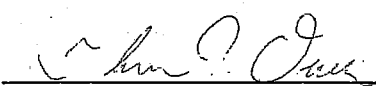
6
 7 **USES Appropriation**


Fund	Index/ Project	Subobject	Description	Amount
2S HWF DSS – Human Services Special Revenue	45ASCL	03801	Community Based Organization Services	\$3,303,257
2S HWF DSS – Human Services Special Revenue	45ASCL	00501	Temporary Salaries	\$145,570
Total USES Appropriation				<u><u>\$3,448,827</u></u>

17
 18 Section 3. The Controller is authorized to record transfers between funds and adjust
 19 the accounting treatment of sources and uses appropriated in this ordinance as necessary to
 20 conform with Generally Accepted Accounting Principles.

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

FUNDS AVAILABLE
 Ben Rosenfield, Controller

23
 24 By: 
 25 Deputy City Attorney

By: 
 Date: October 24, 2011

Item 6
File 11-1162

Department:
Human Services Agency (HSA)
Department of Aging and Adult Services (DAAS)

EXECUTIVE SUMMARY

Legislative Objective

- Supplemental appropriation ordinance of \$3,448,827, including \$3,370,001 from the State Revenue Loss Reserve and \$78,826 of Federal matching funds to provide one-time bridge funding to the Human Services Agency (HSA) for Adult Day Health Care (ADHC) centers in order to offset State ADHC budget reductions.

Key Points

- The State of California eliminated \$170,000,000 in funding to ADHC centers Statewide, resulting in approximately a \$10,000,000 annualized reduction in funding to seven ADHC centers located in San Francisco. As a result, as of December 1, 2011, ADHC centers will no longer receive any State Medi-Cal or matching Federal funds.
- Under the proposed supplemental appropriation of funds, the Department of Aging and Adult Services (DAAS) of HSA intends to work with the existing seven ADHC center providers in the City, through an existing Institute on Aging (IOA) non-profit contract to provide ADHC services to the most vulnerable elderly participants and to transition eligible ADHC participants to less costly and alternative available City services.

Fiscal Impacts

- The requested supplemental appropriation of \$3,448,827 would provide one-time bridge funding, including (a) \$3,062,500 to the Institute of Aging to reimburse seven ADHC centers and fund alternative support services, (b) \$240,757 for the Institute on Aging staff to assess ADHC clients, and (c) \$145,570 to fund one Senior Administrative Analyst and one Protective Services Worker at DAAS from December 1, 2011 through June 30, 2012
- The estimated cost to continue these services in FY 2012-13 would be approximately \$5,730,000.

Policy Consideration

- The requested supplemental appropriation of \$3,448,827 is below the current \$10,000,000 annual funding level, but is intended to allow the City, through ADHCs service providers and other programs, to continue to serve the most vulnerable of the City's elderly population.

Recommendation

- Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

MANDATE STATEMENT / BACKGROUND**Mandate Statement**

Charter Section 9.105 requires that amendments to the annual appropriation ordinance are subject to approval by ordinance of the Board of Supervisors, and subject to the Controller certifying the availability of funds.

Background

According to the California Department of Aging, Adult Day Health Care (ADHC) is a licensed community-based day care program operated in a ADHC center that provides a variety of health, therapeutic, and social services to those at risk of being placed in a nursing home. ADHC centers are licensed by the California Department of Public Health and certified for participation in the State's Medi-Cal Program by the California Department of Aging. The primary objectives of the ADHC program are to: (a) restore or maintain optimal capacity for self-care to frail elderly persons or adults with disabilities; and (b) delay or prevent inappropriate or personally undesirable institutionalization, by partnering with the participant, the family, the physician, and the community to maintain personal independence. In some situations, individuals already institutionalized may be placed back in the community with ADHC assistance and support services.

The Human Services Agency's (HSA) Department of Aging and Adult Services (DAAS) Deputy Director, Shireen McSpadden, reports that the State's ADHC program has existed in California for approximately 40 years. According to Ms. McSpadden, for-profit and non-profit ADHC centers currently receive a daily reimbursement rate of \$76 per person served, receiving 50 percent reimbursement from State Medi-Cal funds and a matching 50 percent reimbursement from the Federal Title XIX – Social Security Act funding.¹ Ms. McSpadden advises that the City has never had a direct contractual relationship with the ADHC centers nor been involved with the administration of ADHC centers.

In the State's FY 2011-12 budget, the State eliminated a total of \$170,000,000 in funding to ADHC centers statewide, resulting in an approximate annual \$10,000,000 reduction (\$5,000,000 in State Medi-Cal funding and \$5,000,000 in matching federal funding) for ADHC centers located in San Francisco. As a result, as of December 1, 2011, ADHC centers will no longer receive any State Medi-Cal or matching Federal funds. From July 1, 2011 through November 30, 2011, the seven ADHC centers located in San Francisco are anticipated to receive approximately \$4,170,000 in State and Federal funding.

San Francisco currently has the following seven ADHC centers: (1) Bayview Hunters Point Adult Day Health, (2) Jewish Family and Children's Services - L'Chaim Adult Day Health, (3) SteppingStone Adult Day Health – Mabini, (4) SteppingStone Adult Day Health - Golden Gate,

¹ According to Ms. McSpadden, although the current rate per day per participant paid by State and Federal funds is \$76, ADHC centers estimate the total daily cost at approximately \$120 and depend on fundraising to cover the difference.

(5) SteppingStone Adult Day Health – Presentation, (6) SteppingStone Adult Day Health - Mission Creek, and (7) Self-Help for the Elderly Adult Day Health. Those seven ADHC centers currently serve approximately 1,200-1,500 frail and disabled elderly persons annually.

In 2007, the City and County of San Francisco launched a \$3,000,000 Community Living Fund (CLF), funded by the City's General Fund and Federal Community Services Block Grant - Health Related and Skilled Professional Medical Personnel, which is administered by DAAS. Prior to the Community Living Fund, it was difficult for adults with disabilities, including the elderly, to access the services necessary to allow them to continue living independently in their homes, or to return to community living from institutional placement. The Community Living Fund program monies are allocated for home and community-based services, or combination of goods and services, that help individuals who are currently or at risk of being institutionalized. The Community Living Fund program uses a two-pronged approach: (1) coordinated case management; and (2) purchase of services to provide the needed resources and services, not available through any other mechanisms, to vulnerable adults with disabilities, including the elderly. In FY 2011-12, the Board of Supervisors appropriated \$3,588,517 to the Community Living Fund, including \$2,413,293 from the General Fund and \$1,175,224 from Federal funds. Since 2007, Community Living Fund services have been provided through a contract between DAAS and the non-profit Institute on Aging (IOA).²

DETAILS OF PROPOSED LEGISLATION

As shown in Table 1 below, the proposed supplemental appropriation ordinance for \$3,448,827 includes \$3,370,001 of the City's State Revenue Loss Reserve funds and \$78,826 of Federal matching funds to provide one-time bridge funding of \$3,303,257 for the Community Living Fund Assessment Team and ADHC service providers and \$145,570 for the DAAS staff, through the Human Services Agency (HSA) for the remainder of FY 2011-12, in order to mitigate the approximately \$5,833,333 in State reductions in funding to ADHC centers from December 1, 2011 through June 30, 2012.

² According to Ms. Martha Peterson, Human Services Agency Budget Analyst, based on a competitive Request for Proposal (RFP) process, HSA entered into an original Community Living Fund contract with IOA from March, 2007 through June 30, 2010 for a not-to-exceed \$7,500,000. Based on a subsequent RFP process in April of 2010, HSA entered into the current CLF contract with the IOA which extends for four years from July 1, 2010 through June 30, 2014 for a total not-to-exceed \$11,323,544.

**Table 1: Proposed Supplemental Appropriation Sources and Uses
FY 2011-12**

Sources	
State Revenue Loss Reserve	\$3,370,001
Community Services Block Grant - Health Related and Skilled Professional Medical Personnel (CSBG-HR and CSBG-SPMP) Federal Match	78,826
Total Sources	\$3,448,827
Uses	
Institute on Aging's Community Living Fund Assessment Team and Seven ADHC Center Service Providers	\$3,303,257
DAAS CLF Support Staff	145,570
Total Uses	\$3,448,827

Source: Department of Aging and Adult Services

FISCAL IMPACTS**Sources of Funds**

According to Ms. Cindy Czerwin, Budget and Revenue Analyst in the Controller's Office, the City's State Revenue Loss Reserve, which was originally funded with \$15,000,000 of General Fund revenues, was appropriated by the Board of Supervisors as part of the City's FY 2011-12 budget in order to set aside City funds to mitigate potential State budgetary reductions in FY 2011-12. If the proposed supplemental appropriation is approved, the City's State Revenue Loss Reserve would be reduced by \$3,370,001 to \$11,629,999.

According to Ms. Martha Peterson, Human Services Agency Budget Analyst, Federal matching funds totaling \$78,826 will be available for DAAS and Institute of Aging contract staff that performs Community Living Fund assessments, for total available funds of \$3,448,827 (\$3,370,001 plus \$78,826).

Uses of Funds

According to Ms. McSpadden, of the requested \$3,448,827, a total of \$3,303,257 would be awarded to the non-profit Institute on Aging through the City's existing Community Living Fund program. Of the total \$3,303,257 funding, \$3,062,500 (average of \$437,500 for each of seven ADHC organizations) would be allocated by the Institute on Aging to San Francisco's seven ADHC service providers based on the number of participants per day receiving services. The Institute on Aging would use the balance of \$240,757 (\$3,303,257 less \$3,062,500) to fund staff at the Institute on Aging to assess ADHC centers' clients and arrange for potentially alternative services. The remaining \$145,570 (\$3,448,827 less \$3,303,257) would fund one (a) Senior Administrative Analyst, and one (b) Protective Services Worker in DAAS to provide support services for the Community Living Fund program.

The Institute on Aging's staff and DAAS staff will assess the needs of each ADHC participant's and refer such participants to one of the following programs: (a) ADHC Centers, (b) Adult Day Care, (c) Alzheimer's Day Care Resource Center, and (d) Program for All-Inclusive Care of the Elderly; or a mix of other programs, such as In-Home Support Services, peer support, meals, etc. Ms. McSpadden advises that the proposed FY 2011-12 City funding is intended to be used to transition a number of ADHC participants to eligible appropriate alternative programs. Ms. McSpadden reports that DAAS expects to fully fund the ADHC centers for the first few months and then to reduce funding as participants are assigned to other programs following their assessment.

For the remainder of FY 2011-12, from December 1, 2011 through June 30, 2012, the DAAS plans to continue to provide ADHC services for approximately 800-1,200 of the total approximately 1,200-1,500 frail and disabled elderly participants currently served annually, with funding restricted to those elderly participants who are most at risk of losing their ability to maintain community living. According to Ms. McSpadden, the services that participants are currently receiving at the ADHC centers help them to remain living safely in the community, and that without the ADHC center services, such elderly persons would be unable to stay at home safely and would have to move into a skilled nursing facility.

Although the proposed supplemental appropriation only provides one-time bridge funding for FY 2011-12, according to Ms. Peterson, if the program is continued after FY 2011-12, the estimated full cost in FY 2012-13 is projected to be \$5,250,000 (\$750,000 x seven ADHC centers) plus approximately \$480,000 to retain the DAAS and Institute on Aging staff, or a total of approximately \$5,730,000. Ms. Peterson advises that with the elimination and downsizing of ADHC centers, there will be an ongoing need for DAAS and the Institute on Aging staff to transition ADHC participants into alternative available programs.

POLICY CONSIDERATIONS

One-Time Bridge Funding is Below the Current Funding Level and Does Not Address Future Needs

The requested supplemental appropriation for \$3,448,827 is below the current \$10,000,000 annual funding level, but is intended to allow ADHCs service providers to continue to serve the most vulnerable of the City's frail and disabled elderly population. Based on an effective date of December 1, 2011, the proposed supplemental appropriation request for \$3,448,827 is approximately \$2,384,506 below the current State and Federal funding level of \$5,833,333 for the remainder of FY 2011-12. However, according to Ms. McSpadden, the requested funding of \$3,448,827 will allow DAAS to assess all of the participants currently being served in the ADHC program (approximately 1,200-1,500) and will provide funding for each participant to be served in the most appropriate program, either through ADHC centers or through an alternate program. In addition, as noted above, in FY 2012-13, at a minimum, DAAS will request to maintain the Community Living Fund assessment team at an estimated annual cost of approximately \$480,000, as initiated under this ordinance, in order to continue to assist in transitioning ADHC participants into alternative available programs.

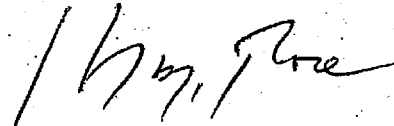
Ms. McSpadden states that DAAS will work with the ADHC center providers to transition their participants into less costly, existing City programs. DAAS is also looking into securing Federal matching funds in order to continue to provide such ADHC center services. According to Ms. McSpadden, DAAS is also planning to work with the City's two Medi-Cal managed care plans, Anthem Blue Cross and the SF Health Plan, to potentially include some ADHC center services within their plans.³

Availability of Future City Funding

Ms. Melissa Howard, Fiscal and Policy Analyst in the Mayor's Office of Policy and Finance reports that at this time the City is unable to commit to continuing to backfill State reductions in ADHC center funding, such as is being requested under the proposed supplemental appropriation. In addition, Ms. Howard reports that in future fiscal years, City funding for the ADHC centers will be dependent on: (a) the City's overall financial position, given expenditure and revenue projections, and (b) other DAAS priorities.

RECOMMENDATION

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Chu
Supervisor Mirkarimi
Supervisor Kim
President Chiu
Supervisor Avalos
Supervisor Campos
Supervisor Cohen
Supervisor Elsbernd
Supervisor Farrell
Supervisor Mar
Supervisor Wiener
Clerk of the Board
Cheryl Adams
Controller

³ The term managed care describes a variety of techniques intended to reduce the cost of providing health benefits or to describe systems of financing and delivering health care.

REQUEST FOR SUPPLEMENTAL APPROPRIATION

DEPARTMENT: DSS 45 Human Services DIVISION: DSSAG

DATE: 10/20/11

To the Mayor:

Request is hereby made for supplemental appropriation from the following appropriation(s) or fund(s) in the amount(s) indicated;

APPROPRIATION NUMBER	DESCRIPTION OF APPROPRIATION OR FUND	AMOUNT
FUND TYPE/FUND/SUB-FUND DEPT-DIV-SEC INDEX CHAR/SUB-OBJ	1G/AGF/AAA DSS-DSSAM-CAO 45ADREVS 400/40105	\$78,826
FUND TYPE/FUND/SUB-FUND DEPT-DIV-SEC INDEX CHAR/SUB-OBJ	1G/AGF/AAA UNA-UNA01-FXX 995031 450 / 489 / 48990	\$3,370,001
	TOTAL	\$3,448,827

to the credit of the following appropriation(s) or fund(s) in the amount(s) indicated:

APPROPRIATION NUMBER	DESCRIPTION OF APPROPRIATION OR FUND	AMOUNT
FUND TYPE/FUND/SUB-FUND DEPT-DIV-SEC INDEX CHAR/SUB-OBJ	2S/HWF/DSS DSS-DSSAG-CGP 45ASCL 038/03801	\$3,303,257
FUND TYPE/FUND/SUB-FUND DEPT-DIV-SEC INDEX CHAR/SUB-OBJ	2S/HWF/DSS DSS-DSSAG-CGP 45ASCL 001/00501	\$145,571
	TOTAL	\$3,448,827

There are no surpluses in any of this department's appropriations available for transfer for the requested purpose(s). Complete detail as to the necessity for THIS appropriation is stated in attached letter.

APPLICABLE BOXES MUST BE CHECKED

- This request included capital projects (s.o. 06700 OR 06700); a separate copy has been sent to the Chair, Capital Improvement Advisory Committee.
- These funds have not been previously requested.
- These funds were previously requested by:
 () *Supplemental Appropriation* or () *Budget Estimate* and were
 () *reduced* or () *denied* by The Mayor, or The Board of Supervisors.

CERTIFIED AS TO FACTS AND AMOUNTS AS ABOVE STATED, AND

RECOMMENDED: E. Anne Hinton

(Department Head)

APPROVED: LaShaun Williams

(Board or Commission)

Recorded Controller's Budget Division

By: _____

Date: _____

Request No. _____

FOR MAYOR'S USE

the Controller:

The above request meets with my approval; as indicated above. You are hereby requested to prepare the necessary appropriation ordinance.

APPROVED:
Edwin Lee

BY: 

DATE: 10/20/04

FORM 0.10 (revised 7/30/96)

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information (Please print clearly.)	
Name of City elective officer(s): Members, Board of Supervisors	City elective office(s) held: Members, Board of Supervisors

Contractor Information (Please print clearly.)	
Name of contractor: Institute on Aging	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.	
(1) Please see attached for listing of Board of Directors.	
(2) The chief executive office is David Werdegar, MD, MPH The chief financial officer is John Sedlander The chief operating officer is Cindy Kauffman	
(3) Please see attached for a signed disclosure of ownership statement	
(4) Subcontractors: Stepping Stones Adult Day Health Centers including Mabini, Presentation, Golden Gate and Mission Creek Jewish Family and Children's Services L'Chaim Adult Day Health Center Bayview Hunter's point Adult Day Health Center Self Help for the Elderly Adult Day Health Center	
(5) There are no sponsored political committees controlled by the contractor	
Contractor address: 3575 Geary Blvd., San Francisco, CA 94118	
Date that contract was approved: (By the SF Board of Supervisors)	Amount of contract: \$3,303,247
Describe the nature of the contract that was approved: Appropriation of \$3,370,001 of State revenue loss reserves and \$78,826 of Adult Protective Services federal match revenues to provide one-time bridge funding to Adult Day Health Centers, through the Human Services Agency, in order to mitigate state cuts in FY2011-2012	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

**INSTITUTE ON AGING
BOARD OF DIRECTORS
2011/12**

Anthony G. Wagner, *Chair*

Retired Vice President, Office of Labor Management Partnership, Kaiser Foundation Health Plan; Former Executive Administrator, San Francisco Community Health Network and Laguna Hospital and Rehabilitation Center; Deputy Associate Director, The Medical Center at the University of California San Francisco; House of Delegates, Region IX Policy Board, American Hospital Association; Board of Directors, California Association of Public Hospitals; Board of Directors, Longs Drug Stores; Vice Chair, Board of Directors, Lumetra Healthcare Solutions; Member of Board of Trustees, West Bay Region Hospitals, Sutter Health; Past Chair, American Heart Association, Western States Affiliate; Consulted in the Emirate of Dubai with Harvard Medical International; Chairman Worship Committee, Third Baptist Church; Member, Board of Deacons, Chair of Worship Committee, and Chair of the Sir Jules Haywood Concert Series Committee, Third Baptist Church of San Francisco; 1992 Recipient, San Francisco Chamber of Commerce Managerial Leadership Award; Life Member, National Association for the Advancement of Colored People; United States Army Veteran, Served in Vietnam.

Barbara Schraeger, *Vice Chair*

Commissioner, State of California Commission on Judicial Performance; Organizational Development Consultant; Third Party Facilitator/Mediator of labor-management problem solving committees; Former Director, School-Business Connection, San Francisco Chamber of Commerce; Former Instructor at University of San Francisco and at Golden Gate University.

Cynthia Diana Whitehead, *Treasurer & Secretary*

Past Chief Information Officer, Pacific Bell/SBC Communications; Member, Advisory Board, Center for Elderly Suicide Prevention; Board of Directors Gold Rush Foundation; Board of Directors Salesian Boys & Girls Club; Board of Directors Community Music Center; Past Member, Board of Directors, Bay Area United Way.

Margery D. Anson

Community Representative. Former Member of IOA Auxiliary Board; Former Secretary of Emanu-El Residence Club Board; Former Co-Chair, Women's Division of the Jewish Community Federation; Former Chair, Mount Zion Hospital Gift Shop. Former Board Member, Mount Zion Hospital Auxiliary and San Francisco Botanical Garden.

Lynn Brinton

Principal, Four Square Communications; Past Vice President Corporate Communications, Shopping.com/eBay; Past Director, Corporate Communications, Netflix.

Meryl Brod, PhD

President, The Brod Group; Former Vice President, Quintiles Transnational; Founding Director, Center for Clinical and Aging Services Research, Institute on Aging and UCSF joint Research Center; Founding Director, Nerken Center for Geriatric Research, Jewish Institute for Geriatric Care, New York; Past Member, Board of Directors, American Society on Aging, Past Member, Board of Directors, Bread and Roses; Past Member, Board of Directors, Menorah Park.

Boone Callaway

Attorney. Partner, Callaway and Wolf. Volunteer, AIDS Legal Attorney Panel. Member Board of Directors, and Past Board President, Maitri, (AIDS Hospice and 24-Hour Care Facility).

Aaron Cooperband

Financial Consultant. Member, Tiburon Yacht Club, The Family Club.

Belva Davis

Broadcast Journalist. Host of KQED News program *This Week in Northern California*. Founding President, the Museum of the African Diaspora. Board Member, Blue shield of California Foundation; Trustee, Fine Arts Museums of San Francisco and The Glide Foundation; National Vice President of the American Federation of Television and Radio Artists; Member, Community Grants Committee, San Francisco Foundation.

James Davis, MD

Physician, Pacific Heights Medical Group; President, Mount Zion Health Fund Board.

Irene Dietz

Real estate sales for twenty-seven years; Member, Board of Directors, Real Estate Board; Member, Various Real Estate Board Committees; Chair, Institute on Aging Board Auxiliary; Past President, St. Francis Wood Women's Auxiliary ; Past President, Variety Club Women; Life Member, Hadassah.

Lawrence Z. Feigenbaum, MD

Founding Director, Institute on Aging; Clinical Professor of Medicine, Emeritus, and Former Associate Dean for Inter-institutional Programs, UCSF School of Medicine; Former Director of Professional Services and Medical Education and Former Director of Ambulatory Services, Mount Zion Hospital and Medical Center; Former Director, UCSF/Mount Zion Center on Aging.

Irwin J. Gibbs

Retired President, Gibbs-McCormick, Inc.; Member, Dean's Scholarship Committee, University of California, Davis; Member, Advisory Board, San Francisco State University, Business School; Past President, Northern California Food Brokers Association and Recipient of Broker of the Year Award; Past Chair of Board, Better Business Bureau, San Mateo County; Past Chair of Board, Institute on Aging.

Richard Kuchen

Senior Vice President, Relationship Manager, HSBC Private Bank, Former Private Client Relationship Manager, Wells Fargo Bank. Former Vice President, Marketing, Sierra Capital; Former Head Basketball Coach, Yale University; Former Head Basketball Coach, University of California, Berkeley; Former Assistant Basketball Coach, University of Notre Dame; Former Assistant Basketball Coach, University of Iowa; Member, Coaches Emeritus National Association of Basketball Coaches.

C. Seth Landefeld, MD

Professor and Chief, Division of Geriatrics, UCSF; Director, UCSF Mount Zion Center on Aging; Fellow, American College of Physicians; Past President, Society of General Internal Medicine; Member, American Geriatrics Society, Gerontological Society of America, American Society for Clinical Investigation, American Federation for Clinical Research, and American Association for the Advancement of Science.

Joan Levison

Vice President, Marketing and Strategy for Oncology Metrics, LLC; Past Director, Health Mart Pharmacy Franchise, McKesson Corporation; Past Director of Marketing, BenefitPoint; Past Vice President, Sales and Marketing, California Advantage; Past Director of Small Business Group, Health Net; Founding Executive Director, Association of Northern California Oncologists; Co-author of two Books on Health Care Issues in the Senior Market; Past Chair, Institute on Aging Board of Directors.

Clare M. Murphy

Retired, Executive Director of San Francisco Employees' Retirement System. Board of Regents, St. Mary's Cathedral, Board Member, In-Home Supportive Services Consortium; Executive Board Member, Cork, Ireland/San Francisco Sister City, Board Member, Girl Scouts of USA.

Kay Parekh

M.Ed. in Counseling Psychology; MBA in Marketing; Past Vice President, Marketing, Technology Banking, Bank of America, N.T.S.A.; Board Member, San Francisco Village; Board Member, Florence Crittenton Services; Chair, Live and Super Silent Auction, San Francisco Day School; Volunteer, Institute on Aging, Adult Day Health Center.

Nurit Robinson

Executive Director, Menorah Park. Member, San Francisco Jewish Community Center, Sierra Club, Greenbelt Alliance and Aging Services of California.

Donald L. Seitas

Retired, Manager Regulatory Compliance, Stauffer Chemical Company. Chair, Community Advisory Board, Support Services for Elders-Marin; Appointed Member, Marin County Elder Abuse Prevention Community Task Force; Former Vice President and Program Chair, Board of Directors, Mill Valley Historical Society.

Bing Shen

Supervisor, CTCI Corporation (engineering and construction firm in Taiwan); Chair, Board of Directors Audit Committee, CTCI Corporation; Member, Princeton University Schools Committee; Trustee, Chinese American International School (of San Francisco); Board Director, Friends of the San Francisco Public Library; Former President, CDIB & Partners Investment Holding Corporation; Former Executive Director, Morgan Stanley Group Inc.; Former Executive Director, TISCO Bank of Thailand; Former Board Director, KG Telecom; Former Member, Advisory Council, Department of East Asian Studies, Princeton University; Former Board Director, Taipei American School.

Robert L. Sockolov

Retired Chief Executive Officer, Rochester Big & Tall; Partner, San Francisco Giants, Member, Board of Directors, United States Committee for Sports for Israel; Member, International Tennis Federation. Past Chair, Institute on Aging Board of Directors.

Victoria Stone

Regional Sales & Marketing Director, AgeSong, Former General Manager, The Sterling of San Francisco; Former Director of Development, Classic Residence by Hyatt. Founder and Principal, Stone Circle Design, an interior design firm specializing in development of innovative environments to support health and well being. Certified Interior Designer, State of California; MPH in Health Promotion and Wellness; Member, National Investment Center for Senior Housing and Care Industry, American Society of Interior Designers.

Amy Zellerbach

Law Practice Professional. Former Director, Emily's List. Former Associate Counsel, Sutter Health, California Medical Center. Former Chair of the Board of Directors, Institute on Aging. Former Trustee, Cal Performances Board of Trustees.

Exhibit C
Disclosure of Ownership
42 CFR § 455.104

Trustee on Agency
Legal Name of Contractor

Contractor shall complete either Section A or Section B of this Disclosure of Ownership Form, and sign and date this Form in Section C.

A. Contractor certifies that all of the following statements are complete, true and correct:

1. The names and addresses of each person or entity that has a direct or indirect ownership or control interest of five percent (5%) or more in the Contractor are listed below. An ownership interest includes stock, warrants, options, partnership or membership interests, debt instruments and any debt that is convertible to equity.

2. The following person(s) listed in Item 1 are related as a spouse, parent, child or sibling.

3. The officers of the Contractor are:

- OR -

B. If the statements in Section A do not apply to Contractor, check this box and explain:

We are a non-profit organization with no individual owners

C. Executed by the duly authorized representative of Contractor:

Cindy Kauffman
Signature
Cindy Kauffman
Type or Print Name
Vice President of Operations
Type or Print Title
9/6/11
Date