

File No. 100435

Committee Item No. 2

Board Item No. 10

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee PUBLIC SAFETY

Date 4/19/10

Board of Supervisors Meeting

Date 4/27/10

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" 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 Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Analyst Report                   |
| <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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" 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"/> | <u>Ethics Form 126</u> |
| <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: Gail Johnson

Date 4/16/10

Completed by: HJ

Date 4/22/10

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

o

ol. 11

1 [Accept and Expend Grant - Substance Abuse Offender Treatment Program - \$370,182]

2  
3 **Resolution authorizing the San Francisco Department of Public Health to accept and**  
4 **expend retroactively a grant from the California Department of Alcohol and Drug**  
5 **Programs in the amount of \$370,182 to fund the Substance Abuse Offender Treatment**  
6 **Program for the period July 1, 2009, through June 30, 2010.**

7  
8 WHEREAS, DPH was awarded a grant from the ADP in the amount of \$370,182 for a  
9 project entitled "Substance Abuse Offender Treatment Program (OTP);" for the period of July  
10 1, 2009 through June 30, 2010; and,

11 WHEREAS, The purpose of this grant is to allow DPH to provide residential substance  
12 abuse treatment services for approximately 133 clients; and,

13 WHEREAS, As required by the funder, \$41,131 in matching funds from local general  
14 funds will be allocated toward this project; and,

15 WHEREAS, DPH will subcontract with the Walden House, Inc., in the amount of  
16 \$41,131 for the period of July 1, 2009 through June 30, 2010; and,

17 WHEREAS, DPH is seeking retroactive approval because DPH did not receive the  
18 grant award until March 3, 2010; and,

19 WHEREAS, The budget does not include a provision for indirect costs in order to  
20 maximize the use of grant funds on direct services; now therefore, be it


21 RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant  
22 in the amount of \$370,182 from the ADP; and, be it

23 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and  
24 expend the grant funds pursuant to San Francisco Administrative Code section 10.170-1; and,  
25 be it

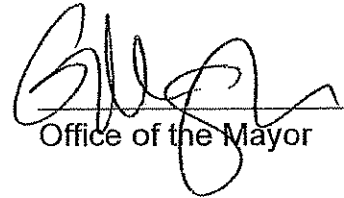
1 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
2 indirect costs in the grant budget; and be it

3 FURTHER RESOLVED, That the Director of Health is authorized to enter into the  
4 agreement on behalf of the City.  
5  
6  
7

8 RECOMMENDED:

9  
10   
11 Mitchell Katz, M.D.  
12 Director of Health

APPROVED:

13  
14   
15 Office of the Mayor

16  
17   
18 Office of the Controller  
19  
20  
21  
22  
23  
24  
25



Gavin Newsom  
Mayor

Mitchell H. Katz, MD  
Director of Health

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Mitchell H. Katz, M.D. *[Signature]*  
Director of Health  
DATE: March 29, 2010  
SUBJECT: Accept and Expend Resolution  
GRANT TITLE: Substance Abuse Offender Treatment Program (OTP)

Attached please find the original and 4 copies of each of the following:

- Proposed grant resolution, original signed by Department
- Grant information form, including disability checklist
- Grant budget and justification
- Award letter
- Grant Application
- Ethics Form 126

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Grace Alderson

Phone: 554-2655

Interoffice Mail Address: Dept. of Public Health, 101 Grove St., Room 330

Certified copy required Yes

No

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective January 2000)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Substance Abuse Offender Treatment Program (OTP)
2. Department: San Francisco Department of Public Health (SFDPH)  
Community Behavioral Health Services (CBHS)
3. Contact Person: James Stillwell, Alcohol and Drug Programs Administrator  
Telephone: 415-255-3717

4. Grant Approval Status (check one):

Approved by funding agency                       Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$370,182

6a. Matching Funds Required: \$41,131

b. Source(s) of matching funds (if applicable): Local General Funds

7a. Grant Source Agency: California Department of Alcohol and Drug Programs (ADP)

b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary:

The OTP grant and required local match will fund contracted residential substance abuse treatment services lasting an average of 120 days for approximately 33 OTP-eligible clients. OTP-eligible clients are 1st and 2nd-time non-violent adult drug offenders who use, possess, or transport illegal drugs for personal use and who have been ordered by the court to receive substance abuse treatment services as part of their sentence. The OTP grant will partially fund services that were formerly funded by the California Substance Abuse and Crime Prevention Act (SACPA), also known as Proposition 36.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 07/01/09                      End-Date: 06/30/10

10a. Amount budgeted for contractual services: \$370,182

b. Will contractual services be put out to bid?

No. OTP will contract with the Walden House, Inc.

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? One-time.

11a. Does the budget include indirect costs?                       Yes                       No

b1. If yes, how much? Not applicable.  
b2. How was the amount calculated? Not applicable.

c. If no, why are indirect costs not included?

Not allowed by granting agency  
 Other (please explain):

To maximize use of grant funds on direct services

12. Any other significant grant requirements or comments:

DPH respectfully requests for approval to accept and expend these funds retroactive to July 1, 2009. DPH was initially awarded Prop 36 funds by the State for OTP, but was notified after the fiscal year began that Prop 36 funds had been eliminated. The uncertainty and eventual elimination of one funding source caused delays on the State's part in setting guidelines, accepting grant applications, and awarding funding. The grant application was approved on March 3, 2010.

**\*\*Disability Access Checklist\*\***

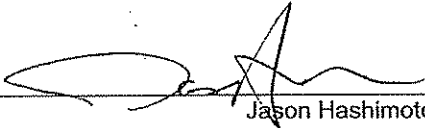
15. This Grant is intended for activities at (check all that apply):

<input checked="" type="checkbox"/> Existing Site(s)	<input checked="" type="checkbox"/> Existing Structure(s)	<input checked="" type="checkbox"/> Existing Program(s) or Service(s)
<input type="checkbox"/> Rehabilitated Site(s)	<input type="checkbox"/> Rehabilitated Structure(s)	<input type="checkbox"/> New Program(s) or Service(s)
<input type="checkbox"/> New Site(s)	<input type="checkbox"/> New Structure(s)	

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:


Comments:

Departmental or Mayor's Office of Disability Reviewer: \_\_\_\_\_

  
Jason Hashimoto

Date Reviewed: 3/29/10

Department Approval: \_\_\_\_\_

  
(Mitchell H. Katz, MD)

(Director of Health)

San Francisco Department of Public Health (SFDPH)  
Community Behavioral Health Services (CBHS)  
Substance Abuse Offender Treatment Program (OTP)  
07/01/09 - 06/30/10

**Budget and Justification**

<u>Residential Substance Abuse Treatment Services</u>	State Funding (90%): \$370,182
	Local Match (10%): \$41,131
	Total (100%): \$411,313

Contracted residential substance abuse treatment services for OTP-eligible clients provided by licensed, nonprofit, community-based, substance abuse treatment organizations. OTP-eligible clients are 1st and 2nd-time non-violent adult drug offenders who use, possess, or transport illegal drugs for personal use and who have been ordered by the court to receive substance abuse treatment services as part of their sentence. Residential treatment services include 24/7 housing accompanied by individual and group counseling, 12-step groups, parenting education, addiction and recovery education, case management, physical fitness, and/or other treatments and activities as determined by protocols of the contracted treatment provider and CBHS.

**Service Units**

Units of Service (UOS): 4,015

The OTP grant and local match are budgeted to generate 4,113 UOS as follows:

State funding:	10 treatment slots x 365 days = 3,650 UOS
Local match:	1 treatment slot x 365 days = 365 UOS
Total:	11 treatment slots x 365 days = 4,015 UOS

Cost per UOS: \$102.44

The OTP grant and local match cost per UOS are budgeted as follows:

State funding:	\$370,182 funding / 3,650 UOS = \$101.42
Local match:	\$41,131 funding / 365 UOS = \$112.69
Net:	\$411,313 funding / 4,015 UOS = \$102.44 *

\* Contractor payments are based on net cost per UOS rate.

Unduplicated Clients (UDC): 33

Based on average 120 day treatment cycles, the OTP grant and local match are budgeted to serve 33 UDC as follows:

State funding:	10 treatment slots x 3 treatment cycles per year = 30 UDC
Local match:	1 treatment slots x 3 treatment cycles per year = 3 UDC
Total:	11 treatment slots x 3 treatment cycles per year = 33 UDC

Point-in-time Capacity: 11

The OTP grant and local match support 11 residential slots; therefore during any given 24-hour period, the point-in-time capacity is 11.



**DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS**

1700 K STREET  
SACRAMENTO, CA 95811  
TDD (916) 445-1942  
(916) 445-7456



DATE: August 12, 2009 ACLA Letter No. 09-05  
TO: All County Lead Agencies  
SUBJECT: FISCAL YEAR 2009-10 INITIAL ALLOCATION FOR THE  
SUBSTANCE ABUSE OFFENDER TREATMENT PROGRAM  
REFERENCE: Chapter 3.5, 2009 Statutes (Assembly Bill 1-4X, Committee on Budget)

This letter transmits the Fiscal Year (FY) 2009-10 initial allocation for the Substance Abuse Offender Treatment Program (OTP).

The Budget Act maintains \$18 million for OTP and allows the Department of Alcohol and Drug Programs (ADP) to make a one time only change to the current allocation methodology. The new methodology distributes fifty percent of the funds based on the standard methodology of \$2,500 per million instead of population. The standard methodology builds in a base allocation for counties.

The FY 2009-10 OTP allocation formula is the following:

- Fifty percent (50%) on the standard methodology of \$2,500 per million,
- Twenty-five percent (25%) on the show rate (percentage of offender ordered to treatment that actually begin treatment),
- Twenty-five percent (25%) on the completion rate (percentage of offenders ordered to drug treatment that completed treatment).

ADP will notify counties of final allocation amounts once OTP application reviews are completed. Amendments to the OTP application will be released via a separate letter. If you have questions contact your OTP county liaison or OCJC at (916) 445-7456.

Sincerely,

A handwritten signature in cursive script that reads "Millicent Gomes".

MILLICENT GOMES  
Deputy Director  
Office of Criminal Justice Collaboration

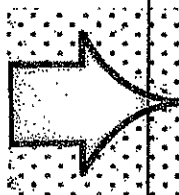
Attachment A



DO YOUR PART TO HELP CALIFORNIA SAVE ENERGY  
For energy saving tips, visit the Flex Your Power website at  
<http://www.flexyourpower.ca.gov>

Department of Alcohol and Drug Programs  
 FY 2009-10 Initial Allocation for the  
 Substance Abuse Offender Treatment Program

Counties	FY 2009-10 Allocations	FY 2009-10 Required Match Amount
ALAMEDA	670,576	74,508
ALPINE	28,611	3,179
AMADOR	47,186	5,243
BUTTE	132,922	14,769
CALAVERAS	46,226	5,136
COLUSA	39,423	4,380
CONTRA COSTA	535,145	59,461
DEL NORTE	40,503	4,500
EL DORADO	117,702	13,078
FRESNO	459,922	51,102
GLENN	39,649	4,405
HUMBOLDT	85,521	9,502
IMPERIAL	91,257	10,140
INYO	36,743	4,083
KERN	350,672	38,964
KINGS	92,627	10,292
LAKE	54,229	6,025
LASSEN	43,850	4,872
LOS ANGELES	4,326,821	480,758
MADERA	95,278	10,586
MARIN	153,101	17,011
MARIPOSA	35,562	3,951
MENDOCINO	64,373	7,153
MERCED	141,672	15,741
MODOC	33,155	3,684
MONO	34,061	3,785
MONTEREY	228,850	25,428
NAPA	91,844	10,205
NEVADA	75,640	8,404
ORANGE	1,331,271	147,919
PLACER	173,514	19,279
PLUMAS	37,440	4,160
RIVERSIDE	827,238	91,915
SACRAMENTO	658,933	73,215
SAN BENITO	51,130	5,681
SAN BERNARDINO	931,627	103,514
SAN DIEGO	1,367,044	151,894
SAN FRANCISCO	370,182	41,131
SAN JOAQUIN	267,999	29,778
SAN LUIS OBISPO	150,025	16,669
SAN MATEO	355,568	39,508
SANTA BARBARA	224,464	24,940
SANTA CLARA	788,910	87,657
SANTA CRUZ	136,117	15,124
SHASTA	112,849	12,539
SIERRA	29,656	3,295
SISKIYOU	50,269	5,585
SOLANO	205,580	22,842
SONOMA	243,064	27,007
STANISLAUS	253,585	28,176
SUTTER	40,876	4,542
TEHAMA	52,231	5,803
TRINITY	33,943	3,771
TULARE	207,019	23,002
TUOLUMNE	54,987	6,110
VENTURA	407,723	45,303
YOLO	120,066	13,341
YUBA	48,569	5,397
Total	17,725,000	



**Substance Abuse Offender Treatment Program (OTP)  
FY 2009-10 OTP Application**

Is the county applying for Offender Treatment Program funds?

Yes  No

If yes, continue completing the remaining questions. If no, complete a Decline of Funds form (ACLA 09-08, Part III) and submit to ADP.

**NARRATIVE**

- 1) Provide the name and contact information of the OTP Administrative Contact.

OTP Contact: James Stillwell, Alcohol & Drug Programs Administrator  
 Agency: San Francisco Department of Public Health  
 Address: 1380 Howard Street, 4th Floor, San Francisco, CA 94103  
 Phone Number: 415-255-3717  
 Contact email: james.stillwell@sfdph.org

- 2) Is the person identified above the county contact for follow up questions pertaining to the submitted application?

Yes  No (If no, provide the appropriate name and contact information below.)

Application Contact Name: John Fordham, Administrative Analyst  
 Agency: San Francisco Department of Public Health  
 Address: 1380 Howard Street, 4th Floor, San Francisco, CA 94103  
 Phone Number: 415-255-3530  
 Contact email: john.fordham@sfdph.org

- 3) Is the county Board of Supervisors' approval, or are written Board of Supervisors' delegation (by written resolution, delegation approval authority or order) attached? (If county is applying for OTP funds, include language indicating Board approval for required county matching funds and use of OTP funds.)

Yes  No

If no, when will it be available? February 2010

- 4) Check the entities that assisted in FY 2009-10 OTP application completion.

<input checked="" type="checkbox"/>	Probation Department	<input checked="" type="checkbox"/>	Treatment Providers
<input checked="" type="checkbox"/>	Parole	<input checked="" type="checkbox"/>	County Mental Health
<input checked="" type="checkbox"/>	Court	<input checked="" type="checkbox"/>	Native Americans
<input checked="" type="checkbox"/>	District Attorney	<input checked="" type="checkbox"/>	Alumni Groups
<input checked="" type="checkbox"/>	Sheriff Department	<input checked="" type="checkbox"/>	Other: Public Defender

- 5) Describe how the county fosters collaboration between treatment and criminal justice entities and what collaborative efforts are being included for FY 2009-10.

The strong collaboration between OTP and criminal justice entities including the San Francisco Adult Probation Department (ADP), the Parole and Community

**Substance Abuse Offender Treatment Program (OTP)  
FY 2009-10 OTP Application**

Services Division of the California Department of Corrections and Rehabilitation (Parole), and the Superior Court of California (Court) builds on the multi-year collaboration between these entities and the County's Prop 36 program. This collaboration contributes to timely and effective reporting to the Court with regard to individual compliance of each OTP participant. It is ultimately the OTP Case Manager who provides APD, Parole, and the Court with written reports providing a comprehensive clinical snapshot of the participant's compliance and progress in meeting all treatment goals and expectations. The APD and Parole may also offer recommendations to the Court regarding what actions should be taken with respect to other conditions of probation or parole.

A team of OTP Clinicians/Case Managers maintains contact with community based treatment providers and reports a client's compliance with their treatment plan to APD, Parole, and the Court. Additional case conferencing with the appropriate entity is performed for those clients who are non-compliant or in need of additional services and/or support. Each OTP client is assigned an OTP Clinician/Case Manager who is the conduit of information between the treatment providers and the criminal-justice collaborative entities.

**OFFENDER TREATMENT PROGRAM GOALS**

- 1) What goals will the county achieve by utilizing OTP funds? Marked boxes should reflect costs outlined on the OTP budget sheet. Include strategies for how the county plans to achieve the identified goal indicated. Examples of strategies are listed on the instruction sheet. Not all goals need to be met.

- Enhance treatment services.  
How?

San Francisco County proposes to utilize its OTP allocation for the purpose of enhancing treatment capacity for clients in need of residential substance abuse treatment services. This will be accomplished through the provision of residential services at former Prop 36 treatment providers.

Levels of acuity with regard to substance use continue to increase among OTP eligible (formerly Prop 36 eligible) clients in San Francisco. County data indicates that the majority of clients are age 36 or older (62%) and are presenting with long and extensive histories of substance use. Additionally, 40% of all new clients are homeless or marginally housed.

Providing Residential Treatment capacity for OTP-eligible clients will result in a reduction in the amount of time defendants wait to access this service. This engagement will result in improved outcomes, and will enhance the OTP clinician's capability in matching the client to the intensity of services required.

**Substance Abuse Offender Treatment Program (OTP)  
FY 2009-10 OTP Application**

- Increase proportion of offenders who enter, remain in, and complete treatment.  
How?

San Francisco's OTP will utilize the SFDPH Behavioral Health Access Center (BHAC) to provide assessment, placement, and case management services for OTP-eligible clients. BHAC serves as an entry point into the larger countywide system of care and is complimented by an onsite pharmacy, physician services, and mental health assessment and diagnosis. Utilization of BHAC intensive case management services further enables the OTP program to increase the proportion of OTP-eligible offenders who enter, remain in, and complete substance abuse treatment as well as fulfill its goals to enhance treatment services, reduce delays, and utilize a drug court model for OTP-eligible clients.

- Reduce delays in the availability of appropriate services.  
How?

By providing capacity in the Residential Substance Abuse Treatment modality for OTP-eligible clients, the amount of time defendants wait to access this service will decrease. This will result in improved outcomes, and will enhance the OTP clinician's capability in matching the client to the level of service required.

- Employ a drug court model, including dedicated court calendars with regularly scheduled reviews of treatment progress, and strong collaboration by the courts, probation, and treatment.  
How?

San Francisco County employs the Drug Court model in the ongoing operation of OTP. In addition to a dedicated calendar, specifically assigned criminal justice staff interface with the program on a regular basis to ensure program continuity. Court for OTP-eligible clients is in session three (3) days per week and involves pre-court case conferencing with treatment, probation, judicial, district attorney, and public defender staff.

- Develop treatment services that are needed but not available.  
How?

Not applicable.

- Other activities, approaches, and services.  
Identify goal:  
How?

Not applicable.

**Substance Abuse Offender Treatment Program (OTP)  
FY 2009-10 OTP Application**

2) Is the county utilizing up to 5% of their annual OTP allocation for mental health services for OTP eligible offenders with co-occurring disorders?

Yes  No

If yes, please describe how the funds are being utilized.

Not applicable.

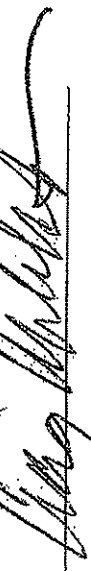
FY 2009-10 OTP Revised Budget Form

County: San Francisco Allocation Amount: \$370,182 County Match: \$41,131

SECTION I. TREATMENT RELATED COSTS		
Treatment or Enhancing Treatment Services	OTP Funds	County Match
Detoxification Services		
Outpatient Services		
Narcotic Replacement Therapy		
Residential Treatment	\$370,182	\$41,131
Sober Living Environment		
Vocational Training		
Literacy Training		
Family Counseling		
Other		
<b>Reduce Treatment Delays</b>		
<b>Increase Placement into Treatment</b>		
<b>Mental Health Services (up to 5% of Allocation)</b>		
<b>Other Activities, Approaches or Services</b>		
SECTION II. CRIMINAL JUSTICE/OTHER COSTS		
Enhanced Supervision		
Support Dedicated Drug Court		
Other		
Total of Sections I & II	\$370,182	\$41,131
Total Amount Declined (if full allocation amount is not utilized)		

SECTION III. CERTIFICATION

OTP Lead Agency Designee's certifies that all projected expenditures stated above are consistent with the requirements of the Substance Abuse Offender Treatment Program.

James Stillwell   
 Please Print Name  
 Craig Murdock for James Stillwell  
 OTP Designee Signature

San Francisco General Funds  
 Required: Source of County Matching Funds  
 12/31/09  
 Date of Signature

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

<b>City Elective Officer Information</b> <i>(Please print clearly.)</i>	
Name of City elective officer(s): Mayor Gavin Newsom; Members, SF Board of Supervisors	City elective office(s) held: Mayor, City and County of San Francisco; Members, SF Board of Supervisors

<b>Contractor Information</b> <i>(Please print clearly.)</i>	
Name of contractor: <b>Walden House, Inc.</b>	
<i>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.</i>	
See attached.	
Contractor address: 1550 Evans Ave, San Francisco, CA 94124	
Date that contract was approved: Contract approval pending.	Amount of contract: OTP funding: \$411,313
Describe the nature of the contract that was approved: Residential substance abuse treatment services for SACPA/OTP clients.	
Comments: OTP: Substance Abuse Offender Treatment Program SACPA: Substance Abuse and Crime Prevention Act, also known as Proposition 36	

This contract was approved by (check applicable):

- the City elective officer(s) identified on this form (Mayor, Gavin Newsom)
- 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

<b>Filer Information</b> <i>(Please print clearly.)</i>	
Name of filer:	Contact telephone number: ()
Address:	E-mail:

\_\_\_\_\_  
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



**Contractor Information:**

Name of Contractor:

- o Walden House, Inc.

*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) Board of Directors

- o The Honorable Harlan Grossman, Chair
- o Steven Bach, MBA
- o Dianne Fong-Torres
- o Deborah J Broyles
- o Susan Belinda Christian
- o Michael Batescole
- o Jeanne Woodford
- o Victor R. Ortiz, MA

(2) Executives

- o Chief Executive Officer: Vitka Eisen, MSW, EdD
- o Chief Financial Officer: David Crawford, MBA
- o Chief Operating Officer: n/a

(3) Person with 20% or more ownership of Walden House, Inc.:

- o None

(4) Political committee sponsored or controlled by Walden House, Inc.:

- o None

