



The City and County of San Francisco  
**City-Wide Alcoholism Advisory Board**

1380 Howard Street, 4th Floor  
San Francisco, CA 94103  
(415) 255-3521  
FAX (415) 255-3529  
Email – danita\_mathis@dph.sf.ca.us

**ADOPTED AND APPROVED MEETING MINUTES**

**City-Wide Alcoholism Advisory Board (CAAB) Retreat**  
**At Vangirard**

**August 26, 2000**

**Present:** Mr. Gene Coleman, Chairperson; Mr. William Bisesto, Mr. James Matter; Mr. Carlos Soto; Ms. Frances Newman; Mr. Douglas Bias; Mr. Robert Wood.

**Absent:** Rev. Timothy Downs (Excused); Mr. Robert L. Nelson, Jr. (Excused); Mr. Stuart Smith; Mr. John Malloy (Excused); Mr. Ted Demisse (Excused); Mr. Michael Lawlor; Mr. Peter Mellett (Excused); Ms. Deborah Dupire (Excused).

**Community Substance Abuse Services (CSAS):** Ms. Wendy Goldberg.

**Staff:** Ms. Danita L. Mathis, Executive Officer.

**Guest:** Brother Harry Morgan, Host and Member of the Public  
Director, Vangirard Men's Residential Program

?? **Welcoming and Introductions**

Chairperson Coleman welcomed all the Board members and stated that normally the Board does not meet in August. Chairperson Coleman informed the Board that the month of August is designated as the Board's summer sabbatical.

Chairperson Coleman stated to the Board that the purpose of the retreat was to get acquainted with the newly appointed Board members, to review legislation creating the Board, and to activate the Committees of the Board. Chairperson Coleman “thanked” the Board for coming to the retreat and for being willing to give up their Saturday to attend this retreat.

The Board members introduced themselves and received an orientation manual.

Chairperson Coleman stated this is the first time in about five or six years that the CAAB Board has been at its full capacity of 15 members. Chairperson Coleman asked each member to state what are their expectations as being a Board member and to share their dreams as well.

?? Mr. Williams Bisesto, a long-time member of the Board, stated that he would like to follow-up on the Town Hall Meeting that was held last year in May. Mr. Bisesto stated that he wants to educate the public on what the Board’s mission is and to possibly create a joint website for the CAAB and DAAB Boards. Mr. Bisesto added that he would like to focus on Public Awareness of alcoholism, treatment, and recovery services.

?? Mr. James Matter stated that he wants to become acquainted with each member and to get a sense of where is the Board going. Mr. Matter also stated that he would like to increase Public Awareness regarding addiction/alcoholism, treatment, and recovery. Mr. Matter would like to see the Board develop Focus Groups with consumers at large community-based organizations.

?? Mr. Robert Wood stated that he would like to reduce the effects of alcoholism in upon San Francisco residents by directing individuals to services and making access to treatment and recovery services accessible to San Francisco residents.

?? Ms. Frances Newman stated that she wants to obtain as much information as possible and to make treatment and recovery available to all that want it.

?? Mr. Douglas Bias stated that he would like knowing more about how the Board works with the City funded community-based organizations and privately funded community-based organizations providing treatment and recovery services. Mr. Bias added that he is concerned about Americans with Disabilities Act (ADA) mandates regarding disclosure of addiction/alcoholism to employers. Mr. Bias also stated that he would like to build a bridge with the Mayor’s Office of Disabilities. Mr. Bias expressed an interest in the Public Affairs Committee of the Board.

Chairperson Coleman “thanked” the members for sharing their expectations and dreams. Chairperson Coleman suggested that a presentation to the Board by someone from the Mayor’s Office of Disabilities could be made at the September full Board meeting. Mr. Matter added that the Mayor’s Office of Disabilities does not view alcoholism and addiction as a disability. Mr. Matter suggested that the Board create a hotline for Public Information and Discriminatory Complaints.

## **II. Chairperson’s Agenda**

Chairperson Coleman’s Agenda is to:

- ?? Revitalization and activation of the Committee structure within the Board.
- ?? In the future, may be Board member assignments to the Board may change due to District elections. Today, there are 11 districts and there are 15 members of the Board. Board members are appointed to the Board by the Board of Supervisors.
- ?? Chairperson Coleman explained and oriented the new Board members to the legislation, San Francisco Administrative Code and California Health and Safety Code, authorizing the creation of the Board.
- ?? Orientated “newly appointed” Board members to the Bylaws of the Board.

## **III. Community Substance Abuse Services**

Chairperson Coleman introduced Ms. Wendy Goldberg to the Board. Ms. Goldberg is the assigned CSAS CAAB/DAAB Liaison.

Ms. Goldberg announced to the Board that she has resigned from CSAS and has taken a position with the Department of Housing in San Mateo County. Ms. Goldberg, former Director of Target Cities Project, stated that she was in the process of closing out the Target Cities Project contract.

Ms. Goldberg presented to the Board the organizational structure of the Department of Public (DPH). DPH is the largest city organization.

DPH consists of three divisions:

### ?? Community Population Health and Prevention

The following departments are in this division:

Community Services Abuse Services (CSAS).  
Mental Health Services (MHS).  
HIV and AIDS Services.

?? Community Promotion and Prevention

The following departments are in this division:

Health Education.  
HIV Prevention.  
Tobacco Control.  
Women's Health.  
Childhood Environmental, Health and Promotion.

?? Community Health Network

The following departments are in this division:

Health Centers.  
San Francisco General Hospital.  
Medical Detoxification Services.

Each division operates independently from each other and contracts services with community-based organizations different ways.

CSAS contracts with community-based organizations to provide treatment and recovery services to San Francisco residents. MHS operates independently from CSAS. MHS contracts services with civil service agencies; this is the result of the closure of Mental Hospitals. Within the Community Health Network (CHN) provides alcohol and drug treatment services at designated medical facilities; assessment centers are located at the medical facilities. Individuals are assessed at medical facilities and are referred to alcohol and drug treatment programs within the CHN.

Ms. Goldberg informed the Board that as a Liaison, her primary function is to coordinate the activities of the Boards, CAAB and DAAB, and the planning council, Treatment on Demand Planning Council, and the advisory committee, Lesbian, Gay, Bisexual, Transgender, Queer and Questioning (LGBTQ&Q). As a liaison, Ms. Goldberg assists in facilitating communication among the Boards (CAAB and DAAB), TOD, and LGBTQ&Q. Ms. Goldberg informed the Board that CSAS has assigned a Contract Monitor (Program Analyst) to the Boards. The roles of the Contract Monitor and Liaison are two distinct roles. The role of the Contract Monitor is to monitor the CAAB/DAAB contract for contractual compliance.

Chairperson Coleman lead the discussion by stating that the philosophy in the late 70's and early 80's was that treatment works "best" with treating individuals in

the community they live in. Today, that philosophy may not be appropriate in today's economy due to low salaries for substance abuse counselors working in community-based organizations providing direct treatment services to clients.

Mr. Robert Wood asked Chairperson Coleman what is the mission of Treatment on Demand? Chairperson Coleman responded by explaining that the Target Cities Project was a community and federally funded project. The Target Cities Project was funded for over 5-years totaling \$7-million. The Treatment on Demand Planning Council was formed out of public outcry regarding increasing homelessness and the public's assumption that all homeless people are addicts and alcoholics.

The Treatment on Demand was chartered to make treatment readily available to those seeking treatment services.

Mr. Douglas Bias shared with the Board that he sees the problem for city-funded treatment programs is due to **NOT IN MY BACKYARD** (NIMBY). Mr. Bias also stated that the general public's lack of knowledge and education regarding alcohol and drug treatment and recovery also affects city-funded programs. Mr. Bias inquired about what is the role of the "Planning Commission?"

Chairperson Coleman cited three issues that are facing city-funded community-based programs providing treatment and recovery services.

The three issues community-based organizations are facing are:

1. Economics where escalating property rents prevail in San Francisco coupled with NIMBY issues of the general public.
2. Transitional Youth, individuals turning 18-years of age residing in Foster Care are aging out of foster care who are residents of the City and County of San Francisco. Apparently, these individuals are terminated from Foster Care because they are legally considered as adults. These individuals are apparently terminated without any referrals to other community-based organizations for additional services.
3. The uncertainty of the role of Employee Assistance Programs (EAP) referring individuals to community-based organizations, city-funded and private, for alcohol and drug treatment and recovery services. Privately funded community-based organizations are faced with capacity issues too.

Ms. Frances Newman asked Ms. Goldberg where do individuals go if they want alcohol and drug treatment and who should they contact?

Ms. Goldberg responded to Ms. Newman by stating that if individual should attempt to access the city-funded community-based organizations that have contracts with CSAS there may be a problem with capacity and availability of a treatment slot.

Ms. Goldberg also pointed out that the privately funded programs have a limited number of slots. The Treatment Access Program (TAP) assesses and refers individuals to city-funded community-based organizations.

Mr. Robert Wood asked Ms. Goldberg “what kind of pre-treatment services are being offered, if any?”

Ms. Goldberg replied to Mr. Wood by saying that Drug Court, McMillian, Mission Council, and the Criminal Justice System is offering some pre-treatment services.

Mr. Matter informed the Board that currently there is no incentive or reward for city-funded community-based organizations that have contracts with CSAS to provide additional services by exceeding their contractual units of services.

Mr. Matter added some community-based organizations, which have contracts with CSAS, get referrals for individuals who have been convicted of Domestic Violence.

Ms. Goldberg added that in order to obtain a “true picture” of where and what alcohol and drug treatment services are being offered in the city, one should perform GIS mappings that include Faith community-based organizations, city-funded community-based organizations who have contracts with CSAS, private funded community-based organizations, and the MHS contractors.

#### **IV. Strategic Planning**

Chairperson Coleman led the discussion regarding the Board's strategic plan for this year.

**Chairperson Coleman stated he would like the Board to focus on the following activities as part of the Strategic Plan for this year:**

- A. To focus on the CAAB structure as stated in the Bylaws and legislation.
- B. To focus on increasing CAAB's involvement in CSAS regarding the Request for Proposal (RFP) process.
- C. To focus on increasing community involvement and consumer advocacy.
- D. To activate the Board's committees.
- E. To develop the Board's Recommendations and Priorities for this year.
- F. To actively participate in the yearly CSAS budget proposal process.

Chairperson Coleman concluded by stating that the fiscal year begins July 1<sup>st</sup> and ends June 30<sup>th</sup> and that the CAAB Board was created before the San Francisco Drug Abuse Advisory Board (DAAB). The CAAB and DAAB Board are two distinct entities that operate independently from each other. Chairperson Coleman stated that he is concerned that the Board is not fulfilling its function in terms of the planning, budgeting, and programming process in the delivery of treatment and recovery services. Chairperson Coleman added the Board's diversity is the Board's greatest asset. Ms. Goldberg informed the Board that the data collected by CSAS Program Analysts is primarily quantitative data and that most CSAS contractors have 4-year contracts.

Mr. Carlos Soto stated that it is time for the Board to perform program site visits and to interview consumers. Mr. Matter concurred with Mr. Soto's statement and added that he would like to collect qualitative data from the program site visits. Mr. Wood stated that whoever is making program site visits should not have the power to make arbitrary decisions regarding program funding.

## **V. Action Items**

- ?? **Assignment of Board members to Committees and define Board Work Program based on Committee member assignments.**

Estimated Completion Date: September 27, 2000.

- ?? **Schedule a presentation to the Board from the Mayor's Office of Disabilities.**

Estimated Completion Date: Task completed; Presentation scheduled September 27, 2000.

- ?? **Define, produce, and distribute CAAB Recommendations and Priorities for this year.**

Estimated Completion Date: October 27, 2000

- ?? **Schedule presentations to the Board from CSAS contracted community-based organizations.**

Estimated Completion Date: On-going task.

**Comments:** Youth Providers scheduled to make a presentation at October's full Board meeting.

## **VI. Adjournment of Public Meeting at 2:00pm.**

*Minutes Respectfully Submitted by Danita L. Mathis*