

**LAGUNA HONDA HOSPITAL REPLACEMENT PROJECT**  
**ASSISTED LIVING PROJECT MEETING**

**MINUTES**

**THURSDAY, FEBRUARY 16, 2006, at 1:00 p.m.**  
**LHH Medical Staff Library, Room 813, 8<sup>th</sup> Floor**

**Present:** Joel Lipski, Anne Romero, Ken Stein, John Thomas, Marie Jobling, Nancy Brundy, Mauro Hernandez, Meg Cooch, Bill Haskell, Val Agostino, Kim Tavaglione, Norma Satten, and Diane Mai-Tran

**Excused:** Marc Trotz, John Kanaley

**Chair:** Larry Funk

<b>Item No.</b>	<b>Topic</b>	<b>Discussion</b>	<b>Action By</b>	<b>Completion Date</b>
<b>1)</b>	<b>Introductions</b>	Round table introductions	<b>Diane Mai-Tran</b>	3/8/06
<b>2)</b>	<b>Review of HUD Grant</b>	<p>A copy of a Grant Budget was distributed. L. Funk described each line item of the proposed budget. The group discussed the standard HUD grant terms and conditions. The group also discussed the grant expiration date of September 30, 2007.</p> <p>The objective of the grant is to develop a plan to design, build and operate 140 units of Assisted Living Housing on the Laguna Honda campus as presently approved in the Master Plan and Environmental Impact Report. The K, L, M and O wings have been preliminarily identified as the site for the project.</p>	<b>Larry Funk Information dissemination</b>	

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3)	<b>Discussion of Action Plan</b>	<p>The group discussed how the planning project could best be administered. J. Lipski stated that typically the City engages non-profit developers in a variety of ways: through issuance of an RFQ or RFP – follow by an appropriate selection process.</p> <p>Mr. Lipski offered for the Mayor’s Office of Housing to take the lead on developing a planning process proposal given its expertise in this field.</p> <p>The group also discussed the Assisted Living Waiver, a variety of potential Funding sources, and various models of Assisted Living. Marie Jobling offered to share information about the new Mission Creek Model.</p>	<b>Mr. Lipski and Mayor’s Office of Housing to advise regarding planning approach</b>	<b>March 13, 2006</b>
4)	<b>Workgroup Involvement</b>	The core group agreed to reconvene in one month to discuss a more refined planning process and work plan.	<b>All</b>	Ongoing
5)	<b>Next Steps</b>	Next follow up meeting is scheduled for March 13 <sup>th</sup> at 1 p.m. at the Mayor’s Office of Housing, #1 South Van Ness 5 <sup>th</sup> Floor. The next agenda items to be discussed are: 1) A follow up discussion on the grant planning process 2) Best Practices in Assisted Living and related issues by Sue Eisenberg from the NCB Development Corporation.	<b>All</b>	

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5)	<b>Next Steps (continued)</b>	The group was advised that Mark Trotz and John Kanaley of DPH was unavailable for today's meeting but would actively participate in this important planning process.	<b>All</b>	March 13, 2006
6)	<b>Adjournment</b>	Meeting adjourned at 2:00 PM		