



## MEMORANDUM

TO: All Human Services Agency (HSA) Staff

FROM: Trent Rhorer, Executive Director

RE: Recent Executive Orders and Messages to Clients

DATE: March 8, 2017

In January, I hosted a series of staff Town Hall presentations to have an open dialogue on potential changes to our programs resulting from the Presidential transition. Thank you to the more than 500 employees who attended these important discussions about the future of the Affordable Care Act and our ability to continue delivering benefits and services to promote to the community. I encourage everyone to [participate in a quick anonymous survey](#) to help assess if Town Hall meetings are a good way to engage employees. Continuing post-election news and announcements are now available on the ["Messages from the Executive Director"](#) section found on the HSA intranet.

President Trump recently issued a series of executive orders and memos on immigration and immigration reform. Despite what you may hear on the news, **there are no immediate impacts or changes to the state and federal laws that entitle our clients to receive public assistance benefits including, CalFresh, Medi-Cal, CalWORKs, In-Home Supportive Services, child care subsidies and other entitlement programs.** If a client is eligible for benefits today, nothing coming from the new Administration changes their eligibility at this point in time. This includes all eligibility guidelines and access to benefits for legal permanent residents and clients with qualifying immigration status.

The language in these executive orders has also raised questions among staff about responding to requests for information from federal immigration authorities and providing guidance to the public about how participating in public benefit programs could impact immigration status or citizenship.

In response, please note the following procedures and resources:

- 1) If you are contacted or become aware that any local, state or federal law enforcement agency, including Immigration and Customs Enforcement (ICE), is seeking access to HSA records and property, immediately notify your supervisor and redirect enforcement officials to our Investigations Unit: 160 South Van Ness Avenue, San Francisco.
- 2) Attached is a series of "frequently asked questions" to help provide guidance on answering some of the most common questions from our clients and community partners about how our programs may have been impacted by the recent executive orders and other actions at the federal level.

## MEMORANDUM

- 3) HSA employees should not attempt to provide legal guidance to the public regarding their immigration status or citizenship. Advise clients to seek advice from a reputable nonprofit legal immigration service provider. Attached is a list of City-funded, vetted legal service agencies for distribution to clients.

If you have any questions regarding the following procedures or guidelines, please contact my office at (415) 557-6540.

Finally, we are working in partnership with the City Attorney's Office, the Mayor's Office, and the Office of Civic Engagement and Immigrant Affairs to closely track all federal policy developments, and we will continue to keep you informed in a timely manner. Together, we will help ensure that all eligible San Franciscans continue to receive the public benefits and other City services for which they are entitled. And, now more than ever, we must support our colleagues and community through this challenging period of uncertainty.

As always, thank for your service.

Reference/Attachments:

- San Francisco Immigrant Legal & Education Network (SFILEN) Referral Agencies
- San Francisco Human Services Agency Post-Election Frequently Asked Questions, March 2017