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**HEALTH COMMISSION
CITY AND COUNTY OF SAN
FRANCISCO**

**London N. Breed Mayor
Department of Public Health**



Grant Colfax, MD
Director of Health

Mark Morewitz, M.S.W.
Executive Secretary

TEL (415) 554-2666

FAX (415) 554-2665

Web Site: <http://www.sfdph.org>

MINUTES

HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING

Tuesday October 5, 2021 2:00 p.m.

Remote Meeting via Webex Event

1) CALL TO ORDER

Present: Commissioner Cecilia Chung, Chair
Commissioner Edward Chow, MD, Member
Commissioner Tessie Guillermo, Member

The meeting was called to order at 2:04pm.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF SEPTEMBER 7, 2021.

Action Taken: The Committee unanimously approved the September 7, 2021 minutes.

3) MONTHLY CONTRACTS REPORT

Michelle Ruggels, Director of the SFDPH Business Office, presented the item.

Commissioner Comments:

Regarding the San Francisco Public Health Foundation contract, Commissioner Chow noted that he is pleased that a consultant will evaluate the Foundation's contracts.

Regarding the San Francisco Public Health Foundation contract, Commissioner Guillermo asked whether the funds will be used to outreach to students at public school sites. Patricia Erwin, DPH COVID Task Force Community Branch Deputy, stated that the contract funding will focus on nine priority neighborhoods and align with school districts; she added that there may be additional funding in the future to support school sites.

Regarding the UCSF Alliance Health Project, Commissioner Chow asked if services will be consistent among the demographic groups listed. Lori Thoemmes, Alliance Project Director, stated that services are generally the same but the project attempts to meet the populations where they are at so some may be mobile services, and other services will be provided onsite.

Regarding the Dataway contract, Commissioner Guillermo asked who will own the bridging technology developed through the contract. Marc Upchurch, DPH Chief Information Security Officer, stated that the DPH will own this technology.

Commissioner Chung thanked Commissioner Guillermo for the question and stated that data security is very important.

Commissioner Chow asked how often the DPH uses the sourcing event option instead of an RFP process. Mr. Upchurch stated that due to the amount of effort and time to conduct an RFP process and finalize the contract, the DPH chose to develop a 3-year contract instead. He added that it takes two years to install protection on every DPH computer. Ms. Ruggels stated that this is the only sourcing event that the DPH has used.

4) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH CROSS COUNTRY HEALTHCARE IN THE AMOUNT OF \$7,056,000, INCLUDING A 12% CONTINGENCY, FOR TEMPORARY TRAVELING CERTIFIED NURSING ASSISTANT AND PATIENT CARE ASSISTANT REGISTRY PERSONNEL IN SUPPORT OF THE DEPARTMENT'S COVID-19 RESPONSE AND FOR ONGOING OPERATIONAL NEEDS IN THE SAN FRANCISCO HEALTH NETWORK, ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL & TRAUMA CENTER (ZSFG), LAGUNA HONDA HOSPITAL (LHH) AND OTHER SAN FRANCISCO HEALTH NETWORK FACILITIES, FOR THE TERM OF OCTOBER 1, 2021 THROUGH JUNE 30, 2023 (21 MONTHS).

Terry Dentoni, ZSFG Chief Nursing Officer, presented items 4, 5, and 6 together, noting the contracts focus on non-nursing staff working in COVID and non-COVID services.

Commissioner Comments:

Commissioner Guillermo noted the importance of having these contracts in place since there is a national labor shortage in these service areas.

Commissioner Chow asked how the DPH distinguishes hiring for COVID and non-COVID services. Ms. Dentoni stated that the hires are for COVID-related work since most of the vacancies are related to others being deployed for COVID services.

5) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH MAXIM HEALTHCARE STAFFING SERVICES, INC IN THE AMOUNT OF \$3,248,000, INCLUDING A 12% CONTINGENCY, FOR TEMPORARY TRAVELING CERTIFIED NURSING ASSISTANT AND PATIENT CARE ASSISTANT REGISTRY PERSONNEL IN SUPPORT OF THE DEPARTMENT'S COVID-19 RESPONSE AND FOR ONGOING OPERATIONAL NEEDS IN THE SAN FRANCISCO HEALTH NETWORK, ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL & TRAUMA CENTER (ZSFG), LAGUNA HONDA HOSPITAL (LHH) AND OTHER SAN FRANCISCO HEALTH NETWORK FACILITIES, FOR THE TERM OF OCTOBER 1, 2021 THROUGH JUNE 30, 2023 (21 MONTHS).

Terry Dentoni, ZSFG Chief Nursing Officer, presented items 4, 5, and 6 together, noting the contracts focus on non-nursing staff working in COVID and non-COVID services.

Commissioner Comments:

See comments in item 4.

- 6) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH SUPPLEMENTAL HEALTH CARE SERVICES, INC IN THE AMOUNT OF \$3,248,000, INCLUDING A 12% CONTINGENCY, FOR TEMPORARY TRAVELING CERTIFIED NURSING ASSISTANT AND PATIENT CARE ASSISTANT REGISTRY PERSONNEL IN SUPPORT OF THE DEPARTMENT'S COVID-19 RESPONSE AND FOR ONGOING OPERATIONAL NEEDS IN THE SAN FRANCISCO HEALTH NETWORK, ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL & TRAUMA CENTER (ZSFG), LAGUNA HONDA HOSPITAL (LHH) AND OTHER SAN FRANCISCO HEALTH NETWORK FACILITIES, FOR THE TERM OF OCTOBER 1, 2021 THROUGH JUNE 30, 2023 (21 MONTHS).**

Terry Dentoni, ZSFG Chief Nursing Officer, presented items 4, 5, and 6 together, noting the contracts focus on non-nursing staff working in COVID and non-COVID services.

Commissioner Comments:

See comments in item 4.

- 7) **REQUEST FOR APPROVAL OF AN AMENDMENT WITH REGENTS OF THE UNIVERSITY OF CALIFORNIA/SF TO PROVIDE THE CITY AND THE DEPARTMENT OF PUBLIC HEALTH WITH EXPERTISE IN EPIDEMIOLOGY, SURVEILLANCE, CLINICAL SERVICES, DATA MODELLING, AND PUBLIC COMMUNICATIONS IN SUPPORT OF THE COVID-19 EMERGENCY RESPONSE EFFORTS. THE TOTAL PROPOSED CONTRACT AMOUNT IS \$4,678,065 WHICH INCLUDES A 12% CONTINGENCY ON YEAR 2 OF THE BUDGET. THE TOTAL TERM OF THE CONTRACT IS FROM MARCH 12, 2020 THROUGH MARCH 11, 2022 (2 YEARS).**

Michelle Ruggels, Director of the SFDPH Business Office, presented the item.

Commissioner Comments:

Commissioner Chow asked if this contract was chosen through an open bidding process. Ms. Ruggels stated that this is an amendment to the original contract, which was developed through the emergency contracting process. This process grants the department authority to develop contracts without a bidding process.

- 8) **HEALTH EQUITY IMPACT ASSESSMENT FOR CONTRACTS**

Ayanna Bennett, MD, MS, FAAP, Chief Health Equity Officer, presented the item.

Commissioner Comments:

Commissioner Guillermo thanked the presenters and noted appreciation for the combination of qualitative and quantitative data.

Commissioner Chung stated that the process reveals a deep understanding of the contract and rationale behind funding it.

Commissioner Chow asked if the tool will be used on both new and renewal contracts. Dr. Bennett stated that the DPH will begin using the tool on new contracts and will eventually use it will all contracts.

Commissioner Chow asked if this would be added to existing contract documents are be a separate process. Dr. Bennett stated that the tool will be a separate document to help Commissioners understand the contract. Ms. Ruggels stated that this will be a separate process and the DPH will be monitoring how it aligns with the existing complex contract development process. She hopes the RFP process can incorporate some of the same elements so there can be performance objectives built into that process.

- 9) **EMERGING ISSUES**

This item was not discussed.

- 10) **PUBLIC COMMENT**

There was no public comment.

11) ADJOURNMENT

The meeting was adjourned at 3:19pm.