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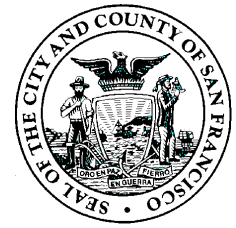
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MINUTES

HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING

Tuesday June 6, 2023 2:00 p.m.

**101 Grove Street, Room 300
San Francisco, CA 94102 & via Webex**

1) Call to Order

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

Excused: Commissioner Tessie Guillermo, Member

The meeting was called to order at 2:02pm.

2) Approval of the Minutes of the Health Commission Finance and Planning Committee meeting of May 2, 2023.

Action Taken: The Committee unanimously approved the May 2, 2023 minutes.

3) Monthly Contracts Report

Dean Goodwin, SFDPH Business Office, presented the report.

Commissioner Comments:

Regarding the Radixos, LCC contract, Commissioner Chow asked what services will be placed at the 822 Geary Street site. Isobel Ochoa, Program Administrative Analyst, stated that an overdose prevention site will be placed at this location; this contract covers the furniture, fixtures, and equipment associated with that program. Kathy Jung, Director of Facilities and Capital Planning, stated that the other program located at this site will be a crisis stabilization program.

Regarding the UCSF Citywide SPR contract, Commissioner Chow asked for clarification regarding how vulnerable individuals were identified for this program. Angelica Almeida, Director Adult/Older Adult System of Care, stated that hospital and psychiatric emergency service data was used; this included Avatar data showing usage of services throughout the city.

Regarding the RLDatix contract, Commissioner Chow noted that the use of this contractor indicates that ZSFG must be increasing its usage of temporary staff. Gillian Otway, Acting ZSFG Nursing Officer, stated that the goal is to hire permanent staff. However, in the current climate, registries are needed to fill in gaps.

Public Comment:

Patrick Monette Shaw stated that he just pulled up vacancy report from 2/1-2/28 by FTE. The PCA vacancy rate was 9.8% with 39 vacancies; there were 16 home health aide vacancies with a 27.6% vacancy rate. Since the DPH has combined CAN and PCA job codes it is not possible to determine the CNA vacancy rates. The staffing contracts through 2024 have such large increase for such a small number of vacancies at LHH.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the report.

- 4) **Approval of a contract with Elsevier Inc to provide the ClinicalKey platform for nursing to have online access to Nursing policies and procedures used at Laguna Honda Hospital and Zuckerberg San Francisco General Hospital. The total proposed contract amount is \$900,203 which includes a 12% contingency for the term of May 28, 2023 through November 27,2028 (66 Months). The services in this contract, with this provider were previously administered by OCA, but will now become a DPH contract as of May 28, 2023.**

Dean Goodwin, SFDPH Business Office, presented the item.

Public Comment:

Patrick Monette-Shaw stated that he was shocked when he saw this agenda item. When he worked at LHH, policies were available to staff on the intranet; no contractors were involved. He is surprised that this is going to help with the LHH recertification effort. The LHH nursing staff should have complete intranet access to LHH policies and procedures. He finds it alarming that nursing staff would need refresher training on basic medical procedures. This is a wasteful contract.

Commissioner Comments:

Commissioner Chow stated that he thought there was an existing IT program that allowed staff access to policies. Angelina Folken, representative from Elsevier Inc., stated that the contract provides two services for LHH. One is a clinical skills product in which staff can look up a clinical procedure and access the related LHH policy and procedure. The ClinicalKey platform is also part of this contract which is evidenced based with a more of a deep dive into research materials on a topic. She noted that ZSFG has used these services for years; the LHH aspect is a new component.

Commissioner Chow asked how this information is kept updated. Ms. Folken stated that the company has an editorial team that consistency reviews the materials updates them at least annually, and often more frequently.

Commissioner Chow asked why this contract was originally at Office of Contract Administration and now has been transferred to the DPH. Mr. Goodwin stated that he would pass this information to the Commissioners through Mr. Morewitz.

Commissioner Chow stated that the contract is about \$160,000 per year, which includes LHH and ZSFG staff accessing these services. He appreciates that the vendor will ensure that information regarding research and medical procedures will be updated.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

- 5) **Approval of a contract with Emerald Textile Services Norcal LLC to provide laundry services for both Laguna Honda Hospital and Zuckerberg San Francisco General Hospital. The total proposed contract amount is \$8,861,160 which includes a 12% contingency for the term of July 1, 2023 through January 31, 2026 (2&1/2 years). The services in this contract, with this provider were previously administered by OCA, but will now become a DPH contract as of July 1, 2023.**

Chauncey Jackson, ZSFG Support Service Administrator, presented the item.

Commissioner Comments:

Commissioner Chow asked for clarification regarding whether this is a new vendor. Chauncey Jackson, ZSFG Support Services Administrator, stated that the vendor which LHH and ZSFG previously used, only gave 2 weeks notice in terminating its contract. The Office of Contracts Administration assisted with a bidding process and this vendor was chosen. He noted that the vendor did work with LHH in the past.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

- 6) **Approval of a New Grant Agreement with Dental Robin Hood to perform coordination of Bayview Hunter's Point Children's Oral Health Task Force. The total proposed agreement amount is \$347,200 which includes a 12% contingency for the term of 07/01/2023 through 06/30/2025 (2 years).**

Irene Hood, DPH Dentist, presented the item.

Commissioner Comments:

Commissioner Chow asked for clarification for the units of service which seem to show a meeting costs \$10,000. Dr. Hilton stated that the unit cost includes a combination of facilitation community taskforce meetings and community events, in addition to education events at citywide meetings. She added that the Soda Tax Coalition would like more connection between the intersection of diet and chronic diseases.

Commissioner Chow asked if the cost of services is the same for the other taskforces. Dr. Hilton stated that the funding amounts are the same for all three taskforces.

Commissioner Chow asked for the history of the R.O.B.I.N. Hood project. Rubin Sorrell, founder, stated that the name stands for Resource Options Brought Into the Neighborhood. The project it started as a community outreach project to give out oral health kits and share information about oral hygiene. He will be enrolling in dental school later this year.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

- 7) **Approval of a New Professional Services Agreement with Regents of the University of California, San Francisco (UCSF) to perform comprehensive primary and specialty medical care services for HIV positive outpatient clients. The total proposed agreement amount is \$1,749,891 which includes a 12% contingency for the term of 07/01/2023 through 06/30/2024 (1 year).**

Beth Neary, Assistant Director of HIV Health Services, presented the item.

Commissioner Comments:

Commissioner Chow asked if the services were evaluated when they were part of the Affiliation Agreement with UCSF. Ms. Neary stated that the DPH Business Office has monitored the services for many years. Generally they perform high on most contract deliverables.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

- 8) **Approval of a New Professional Services Agreement with Regents of the University of California, San Francisco (UCSF) to perform comprehensive clinical HIV prevention programs that integrate HIV and STD (Sexually Transmitted Services). The total proposed agreement amount is \$1,522,558 which includes a 12% contingency for the term of 07/01/2023 through 06/30/2024 (1 year).**

Nikole Trainor, Community Health Equity and Promotion Contract Manager, and Getting To Zero Coordinator, presented the item.

Commissioner Comments:

Commissioner Chow is pleased that the contract addresses both HIV and other sexual transmitted infections.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

- 9) **Approval of a New Grant Agreement with Asian & Pacific Islander Wellness Center DBA San Francisco Community Health Center to establish a multi-service drop-in center to focus on providing hospitality, recovery, and linkage and navigation services for people experiencing homeless (PEH) and people who use drugs (PWUD); aiming to support guests in feeling welcome, respected, and celebrated. The total proposed agreement amount is \$2,638,428 which includes a 12% contingency for the term of June 01, 2023 through June 30, 2025 (2 years, 1 month).**

Emily Raganold, Population Health Division, presented the item.

Commissioner Comments:

Commissioner Chung asked if the program operates 24/7. Ms. Raganold stated that the program hours are 9am-5pm Monday through Friday.

Commissioner Chow asked if the vendor has capacity to implement this program. Ms. Raganold stated that the DPH is confident that the vendor can provide services outlined in the agreement.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the contract.

- 10) **Annual Request to the Health Commission for Advance Approval of Potential Administrative Code, Chapter 21.42 Sole Source Waiver Usage**

Dean Goodwin, SFDPH Business Office, presented the item.

Commissioner Comments:

Commissioner Chow asked when the Commission will receive the report showing sole source usage during the past year. Michelle Ruggels, DPH Business Office Director, stated that the report will be brought to the committee in August.

Action Taken: The Committee unanimously voted to recommend that the full Health Commission approve the Chapter 21.42 Sole Source Waiver Usage.

- 11) **EMERGING ISSUES**

This item was not discussed.

12) PUBLIC COMMENT

There was no public comment.

13) ADJOURNMENT

The meeting was adjourned at 3:44pm.