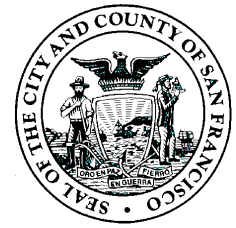


Dan Bernal
President
Laurie Green, M.D.
Vice President
Edward A. Chow, M.D.
Commissioner
Susan Belinda Christian, J.D.
Commissioner
Cecilia Chung
Commissioner
Suzanne Giraud ED.D
Commissioner
Tessie M. Guillermo
Commissioner

**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 August, 2023 2:00 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102 & via Webex

1) CALL TO ORDER

Present: Commissioner Edward Chow, MD, Member
Commissioner Tessie Guillermo, Member

Excused: Commissioner Cecilia Chung, Chair

The meeting was called to order at 2:03pm. Commissioner Chow chaired the meeting.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF JUNE 6, 2023

Action Taken: The Committee unanimously approved the June 6, 2023 minutes.

3) MONTHLY CONTRACTS REPORT

Dean Goodwin, SFDPH Business Office, presented the item.

Commissioner Comments:

Regarding the PHFE (dba Helluna Health) contract, Commissioner Guillermo asked how long the agency has been doing this work. Eduardo Sida, Population Health Acting Policy Branch Director, stated that the agency has been doing this work since 2019.

Commissioner Chow noted that the funds for many COVID-related programs are decreasing; however, this contract is increasing funds. He asked if this is a fee-for-service contract in which subcontractors paid to perform services. Mr. Goodwin stated that the bulk of the contract pays for consultants. Mr. Sida stated that the agency receives a fixed cost for administering the contract.

Regarding the Maitri contract, Commissioner Chow asked about previous performance. Beth Neary, HIV Health Services Assistant Director, stated that the agency has performed well in its DPH contracts.

Regarding the Mission Neighborhood Health Center, Commissioner Guillermo noted that the monitoring report includes information on governance practice; she asked if there are best practices used by the DPH to monitor governance. Ms. Ruggels stated that there the DPH uses 19 standards, which combine fiscal and programmatic factors.

Commissioner Chow noted that many previous issues with other vendors have had to do with board governance issues. Ms. Ruggels stated that the Controller's Office set up standards that all city departments use for monitoring. She noted that the DPH flags governance issues when found and provides assistance and monitoring of the situation. These issues are noted in monitoring reports.

Regarding the Mental Health Management/Canyon Manor contract, Commissioner Chow asked if the organization is in Novato. He noted that the facility only has 89 beds and San Francisco could use more beds. Yoonjung Kim, Behavioral Health Services Interim Director of Residential Systems of Care, stated that this facility is one of the largest in California and it is often at full capacity, so it is not possible for San Francisco to add more beds to its contract. All California counties are attempting to access beds at the facility.

Regarding the UCSF Primary Care Vouchers for Veggies, Commissioner Chow asked for more information regarding the previous contract with the organization for this service. Mr. Goodwin stated that the previous contract brought to the Commission in May was for one year; there is no monitoring of that contract because it is too new.

Commissioner Guillermo asked for more information regarding client recruitment and the site in which vouchers are distributed. Blake Gregory, Director of Primary Care Population Health and Quality, stated that all clients are seen through the San Francisco primary care clinics. Clients are identified through registries of diabetes or hypertension in addition to other chronic diseases. There is a dedicated navigator to offer this service and additional wrap-around services.

Commissioner Guillermo noted that she is curious about the efficacy of the program and requested this data as it is available.

Regarding the UCSF Halt COE contract, Commissioner Guillermo asked when patient satisfaction measures will be implemented. Mr. Goodwin stated that this will be available by the next monitoring cycle. Commissioner Guillermo stated that she has this same question for many vendors who ceased patient satisfaction measures during the pandemic. Ms. Neary stated that DPH contractors have begun to reinstate patient satisfaction surveys.

Regarding the Horizon Unlimited contract, Commissioner Chow asked how effective these types of prevention programs are. Chris Lovoy, Assistant Director of Children, Youth, and Family Services, stated that this program is aimed at young children who are not yet using, in an attempt to prevent them from using substances later in life. The program is focused on strengthening the family unit and teaching skills.

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

4) **REQUEST FOR APPROVAL OF A NEW PROFESSIONAL SERVICES AGREEMENT WITH HTL 587 TO PROCURE HOTEL ROOMS AND RELATED SERVICES TO MANAGE INDIVIDUALS WHO MAY HAVE COME IN CLOSE CONTACT WITH COVID-19 OR COMMUNICABLE DISEASES, BUT DO NOT HAVE A MEDICAL NEED TO BE HOSPITALIZED. THE TOTAL PROPOSED CONTRACT AMOUNT IS \$2,016,000 WHICH INCLUDES A 12% CONTINGENCY FOR THE TERM OF AUGUST 1, 2023 THROUGH MAY 31, 2024 (10 MONTHS) - WITH THE OPTION TO EXTEND.**

Dr. Joanna Eveland, CMO Whole Person Integrated Care, presented the item. Dr. Eveland stated that the DPH seeking a new home for this program due to retrofitting of the current site.

Commissioner Comments:

Commissioner Guillermo asked if the reduction in COVID-funded hotel rooms will impact the availability of beds for this program. Dr. Eveland stated that the DPH always funds hotel beds for TB and alcohol use disorder services.

Commissioner Chow requested information regarding services that are funded through the contract. Dr. Eveland stated that the contract funds room costs including utilities, and some amenities including internet, cable television, local phone service, and fans. All patient support services including laundry, housekeeping, food service, garbage disposal, and security are provided by a separate DPH contracted provider. Commissioner Guillermo noted that the contract should state it funds rooms, not “services,” so it is more transparent.

Commissioner Chow asked for information on average length of stay. Dr. Eveland stated that during the past year, 11 months is the average length of stay. She noted that clients are not seeking abstinence or treatment and are generally very sick. She added that this program has substantially reduced emergency room visits and usings of other medical services.

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

5) **ANNUAL SOURCE WAIVER USAGE REPORT**

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

Commissioner Comments:

Commissioner Guillermo requested that future reports break down the multi-year contracts into the number of years for the contract term.

Commissioner Chow asked the total contract amount spent on these contracts each year. Ms. Ruggels stated that some of the service agreements are not annual terms; some of these are agreements that last until the total funds of the agreement are spent. Commissioner Chow suggested adding a footnote stating that annual amounts are an estimate.

6) **EMERGING ISSUES**

Commissioner Guillermo noted concern regarding the indirect amount for contracts in light of the current inflation rate. Ms. Ruggels stated the top limit of indirect amounts on DPH contracts is 15%. The Controller’s Office is reviewing this issue for all City contracts. She added that the current benefit rate is 25% but vendors may request an increase. The City is looking into adding a cost-of-doing-business into the contracts.

7) **PUBLIC COMMENT**

There was not public comment.

8) ADJOURNMENT

The meeting was adjourned at 3:54pm.