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MINUTES

HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING

Tuesday September 5, 2023 2:00 p.m.

101 Grove Street, Room 300

San Francisco, CA 94102 & via Webex

1) Call to Order

Present: Commissioner Tessie Guillermo, Member
Commissioner Dan Bernal

Excused: Commissioner Cecilia Chung, Chair
Commissioner Edward Chow, MD, 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 AUGUST 1, 2023.

Action Taken: The Finance and Planning committee unanimously approved the minutes.

3) MONTHLY CONTRACTS REPORT

Dean Goodwin, SFDPH Business Office, presented the item.

Commissioner Comments:

Regarding the Heluna Health contract for program administration and management of social marketing and community outreach, Commissioner Guillermo asked for clarification if there is new scope of work to align with additional funding. Nikole Trainer, PHD Community Equity Branch Acting Care Contract Manager, stated that the additional funding will sustain current social marketing and community engagement activities.

Regarding the Heluna Health contract for program administration and management of the Center for Public Health Research team, Commissioner Bernal asked if the contract includes funds to conduct surveys or only funds for administrative functions that support surveys. Dr. Willi McFarland, Director of the Center for Public Health Research stated that the funds support administrative functions and conducting surveys.

Regarding the Jamestown Community Center contract, Commissioner Guillermo asked how the program focuses on youth 5-18 years of age. Dr. Rebecca Matthew, DPH Substance Use Disorder Program Manager, stated that substance use prevention starts in 5th grade. Commissioner Guillermo requested that the age of the target population be corrected.

Regarding the Youth Leadership Institute contract, Commissioner Guillermo noted that the monitoring indicates that the vendor only met 33% of contract objectives and the vendor did not respond to 20% of data objectives. Dr. Matthew stated that due to the pandemic, the array of services offered were disrupted and many clients left. She noted that the organization has a more robust monitoring system in place.

Regarding the Health Advocates LLC contract, Commissioner Guillermo noted that the organization seems to have a successful recovery rate and wondered how data on this might be reported in terms of financial goals. Jenine Smith, ZSFG Manager of Patient Financial Services, stated that the organization provides quarterly reports for inpatients and emergency department admissions. They provide statistics of the total amount recovered from insurance and Medi-Cal. She clarified that the vendor does not attempt to collect from patients.

Action Taken: The committee unanimously recommended that the full Health Commission approve the report.

4) Health Services Advisory Group, Inc (HSAG): Request for approval of a new contract with Health Services Advisory Group, Inc. to perform Performance Improvement consulting services in support of the Laguna Honda Recertification project. The total proposed contract amount is \$9,922,137 which includes a 10% contingency for the term of September 1, 2023 through August 31, 2024 (12 months).

Baljeet Sangha, LHH CMS Recertification Co-Incident Commander and San Francisco Health Network COO, presented the item. He noted that the first HSAG contract was approved through an emergency process. Since LHH successfully achieved Medicaid recertification, the hospital is now focusing on Medicare recertification and long-term sustainability. He added that a formal RFP process led to this contract request.

Commissioner Comments:

Commissioner Guillermo asked if Mr. Sangha anticipated that LHH would need to continue its relationship with this vendor after August of 2024. Mr. Sangha stated that LHH will likely need HSAG services for monitoring and evaluation and prepping for ongoing regulatory surveys. He noted that the cadence of work would likely change to quarterly check-ins after the duration of this contract.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

5) Marina Security Services Inc.: Request for approval of a New Professional Services Agreement with Marina Security Services, Inc. to perform patient safety services at four (4) health centers in support of the Department of Public Health's Primary Care's Security Services. The total proposed contract amount is \$1,953,428 which includes a 12% contingency for the term of October 1, 2023 through June 30, 2027 (3 years 9 months).

Basil Price, Director of DPH Security, presented the item. He noted that the Community Ambassador Division will go through DPH required trainings to understand DPH culture.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

- 6) **Asian & Pacific Islander Wellness (dba San Francisco Community Health Center): Request for approval of a New Grant Agreement with ASIAN & PACIFIC ISLANDER WELLNESS CENTER to perform Tenderloin Night Navigator Program to provide trauma-informed mental care, hygiene, and referral services during the nights and weekends. The total proposed agreement amount is \$1,120,000 which includes a 12% contingency for the term of 8/1/2023 through 7/31/2025**

Krista Gaeta, Director of Strategic Initiatives, presented the item.

Commissioner Comments:

Commissioner Guillermo asked how many staff will be needed in the night program. Ms. Gaeta stated that there will be an overnight manager and four navigators on the night shift.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

- 7) **Richmond Area Multi-Services, Inc (RAMS): Request for approval of a New Grant Agreement with Richmond Area Multi Services Inc to hire and train Peer Counselors to provide low threshold care management to unhoused individuals living in shelters, safe sleep sites, and on the streets of San Francisco, and to also hire, train and fully integrate Peer Counselors into the BEST Neighborhoods street-based behavioral health care teams, in partnership with San Francisco Department of Public Health and community providers providing street-based behavioral health care within San Francisco. The total proposed agreement amount is \$9,976,421 which includes a 12% contingency for the term of 08/01/2023 through 06/30/2026 (2years and 11 months).**

Krista Gaeta, Director of Strategic Initiatives, presented the item.

Commissioner Comments:

Commissioner Bernal asked if there is data to indicate which individuals accessed referrals. Ms. Gaeta stated that currently there is data collection on confirming linkage to referrals. In addition, staff also count shelter connections and Narcan distributions. DPH staff working with the vendor now have access to EPIC so shared priorities can be tracked. She added that there are 50 people with whom the vendor is working intensively, and EPIC will enable better tracking of services.

Commissioner Guillermo asked if there are any research opportunities attached to the program. Ms. Gaeta stated that there are no research opportunities currently and that she appreciates the suggestion.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

- 8) **PSJ Provider Recruitment : Request for approval of a New Professional Services Agreement with PSJ Provider Recruitment, LLC to perform recruitment services to fill clinical and executive level positions within DPH. The total proposed agreement amount is \$2,000,000 which includes a 12% contingency for the term of September 1, 2023, through August 31, 2024 (12 months) with an option to extend an additional 19 months through March 31, 2026. (31 months)**

Scott Dewolfe, Human Resource Manager, presented the item.

Commissioner Comments:

Commissioner Bernal asked if the vendor is a non-profit organization and asked for clarification in regard to what the vendor can do with speeding up the hiring process. Mr. Dewolfe stated that the vendor is focusing on exempt positions and working with best practices to streamline DPH hiring processes for this group. The focus is on individuals interested in primary care; the vendor is relaying what they are hearing from the candidate pool so the DPH can adjust its panel size and other primary care practice issues.

Commissioner Guillermo noted that the vendor is associated with Providence St. Joseph Health Service System, one of the largest hospital systems. She hopes the DPH can access the vendors best practices and use of their resources. She noted it is unique to use a non-profit organization instead of traditional recruiters.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

- 9) **PHFE (dba Heluna Health): Request for approval of a New Contract Agreement with Heluna Health working in conjunction with DPH CLI (Center for Learning & Innovation), to perform program administration for the Public Health Infrastructure Grant (PHIG) for Strengthening United States Public Health Infrastructure, Workforce, and Data Systems. The total proposed agreement amount is \$1,204,903 which includes a 12% contingency for the term of 9/15/2023 through 11/30/2027 (4 years and 2.5 months).**

Jonathan Fuchs, Director, Center for Learning and Innovation, presented the item.

Commissioner Comments:

Commissioner Guillermo stated that this is a great opportunity to train a diverse workforce and she looks forward to see how the initiative progress.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

- 10) **Chapter 6 Facilities Maintenance (Western Indoor & Red Dipper): Request for approval of two new contracts for as-needed facilities maintenance services in the following service areas: for Air Duct Maintenance services, with Western Indoor; for Fire Rated Door Assemblies services, with Red Dipper.; for terms of November 1, 2023 through**

Terry Saltz, ZSFG Administrator, Facility Services and Capital Planning, presented the item.

Action Taken: The committee unanimously recommended that the full Health Commission approve the contract.

- 11) **FINANCE AND PLANNING COMMITTEE CALENDAR PLANNING**

This item was deferred due to the absence of Commissioner Chung, committee chair.

- 12) **EMERGING ISSUES**

This item was not discussed.

- 13) **PUBLIC COMMENT**

There was no public comment.

- 14) **ADJOURNMENT**

The meeting was adjourned at 2:59pm.