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President

Edward A. Chow, M.D.
Commissioner

Susan Belinda Christian, J.D.
Commissioner

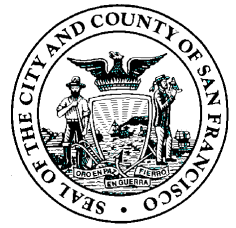
Cecilia Chung
Commissioner

Suzanne Giraudo ED.D
Commissioner

Tessie M. Guillermo
Commissioner

**HEALTH COMMISSION
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MINUTES

HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING

Tuesday November 7, 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 ([Remote Participation](#))
Commissioner Cecilia Chung, Chair
Commissioner Tessie Guillermo, Member

The meeting was called to order at 2:01pm.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF OCTOBER 7, 2023.

Action Taken: The committee unanimously approved the meeting minutes.

3) MONTHLY CONTRACTS REPORT

Dean Goodwin, SFDPH Business Office, presented the item.

Commissioner Comments:

Regarding the A&A Health Services contract, Commissioner Chow asked for the reason the contract is retroactive. HShe asked if the contractor was paid for the 4 months since the contract was set to begin. Luis Calderon, Acting Deputy Director of Transitions, stated that the DPH does not pay vendors until the contract is certified. The agency took out a loan. Commissioner Chung noted concern about interest payments on these types of loans. Mr. Calderon stated that the DPH set up a direct payment voucher was set up just as the loan was finalized so the organization did not have to pay any interest payments.

Commissioner Chung requested the future reports include clearer reasons for funding changes.

Regarding the Health Associates Inc. contract, Commissioner Guillermo asked if the total reimbursement amount is the net or gross that is paid to the vendor. Jenine Smith, ZSFG Patient Financial Services Department Manager, stated that this is the net amount that the vendor received.

Commissioner Guillermo asked if there is a way to calculate the recovery amount ratio to total amount reimbursable. Ms. Smith stated that she will follow up on this request.

Regarding the Hactchuel Tabernik and Associates contract, Commissioner Chung asked if the work order for this contract is General Fund. Mr. Goodwin stated that the work order is General Fund.

Regarding the Bayview Hunters Point Foundation contract, Commissioner Guillermo asked for more information regarding the non-compliance of the audit. Wasim Samara, CMA, Financial Analyst, Business Office of Contract Compliance, stated that the agency had significant turnover in the Finance Department and there were delays from the auditing company too. He noted that the agency is wrapping up its FY21-22 audit this month; a new auditor is being used for the FY22-23 audit, which will be completed by March 2024. Commissioner Guillermo stated that the requested extension is through 2028; if the audit shows structure issue, she is concerned that the DPH be able to provide necessary technical assistance.

Commissioner Chung stated that the manner in which this contract was listed does not indicate the complexity of how it was funded and the possible fiscal issues. Mr. Samara stated that the organization already has a technical assistance agreement with the DPH; the DPH is restructuring the organization's contracts to ensure they are appropriate to their capabilities.

Commissioner Chow noted that the Committee has requested a discussion of its large contractors in order to prevent future failures. He noted that the issues with the vendor go back many years.

Commissioner Guillermo stated that the Commission's concern is that the DPH relies on certain agencies to provide important services. The Commission does not want any interruption in these services so it is important that fiscal and programmatic capabilities be reviewed in coordination.

Regarding the San Francisco Public Health Foundation contract, Commissioner Chow asked if this is one-time funding. Jeff Scarafia, DPH Deputy CIO, stated that this is one-time funding to support e-signature capabilities that go along with EPIC.

Commissioner Chow asked if the agency will provide technical support. Mr. Scarafia stated that the vendor will be responsible for maintaining technical assistance support on an ongoing basis.

Commissioner Chung asked for more information regarding data breach prevention. Mr. Scalaria stated that mobile device management is used for these mobile devices; this is how the DPH maintains HIPPA compliance while ensuring no data is stored on a phone or iPad. WIFI does not need to be on the private virtual network because the EPIC application is secure. Data is always stored on EPIC secure servers; communication is encrypted between devices.

Commissioner Guillermo asked if a DPH mobile device is used for non-EPIC business, how can it be protected from possible hacks. Mr. Scarafia stated that mobile device management only allows applications to be loaded which DPH IT controls; other applications or games cannot be loaded or accessed. He added that these devices are a digital clipboard, not a full computer, so they only have limited capacity. A patient must enter some personal data before the form can be filled out.

Regarding the Shanti Project contract, Commissioner Chung asked for confirmation that no General Funds are used. Mr. Goodwin confirmed that no General Fund dollars are used in this contract.

Regarding the RAMS contract, Commissioner Chung stated that this is a great program.

Regarding the Better Way contract, Commissioner Guillermo asked for more information regarding expectations that the organization will perform better in the upcoming year. Mr. Samara stated that the organization is fiscally healthy with the exception of some revenue loss last year due to staffing issues; the agency is having difficulty in hiring staff so revenue is impacted by lack of performance. He noted that the DPH only funds 10-20% of the agency's total budget. He noted that the DPH will continue to monitor fiscal issues for the agency. Commissioner Guillermo noted concern for DPH vendors' ability to hire qualified staff. She asked if it is possible to adjust the contract goals could be changed to the staffing abilities for this and other DPH vendors if/when needed. She noted hiring issues are a common trend for non-profits right now.

Commissioner Chung noted that the reason for funding change and contract purpose have been switched on the form and requested these be fixed.

Regarding the Bardy Diagnostics, Inc. contract, Commissioner Guillermo asked for the reason for approval of this modification. Mr. Goodwin stated that the reason for the request for modification is the change of name of the vendor and change in the funding amount. Commissioner Guillermo requested that the report be corrected to show this information.

Commissioner Chow noted that the contract term needs to be corrected on the report. Commissioner Guillermo requested clarification on the contract term so the Commissioners understand this information before their final vote at the full Commission meeting later in the day. Mr. Morewitz suggested that this item be removed from consideration for approval until this information can be clarified.

Regarding the Chinese Hospital contract, Commissioner Guillermo noted the high demand for subacute beds, she is glad that the DPH can provide these services.

Action Taken: The Committee voted unanimously to recommend that that the full Health Commission approve the November Contracts Report, excluding the Bardy Diagnostics, Inc contract, which will be reviewed at the December 5, 2023 meeting.

- 4) **Request for approval of a New Professional Services Agreement with Civic Edge Consulting to perform Stakeholder Outreach Services. The total proposed agreement amount is \$200,704 which includes a 12% contingency for the term of 12/1/2023 through 5/31/2024 (7 months).**

Anthony Taylor, HIV/STI Program Manager, presented the item.

Commissioner Comments:

There were no Commissioner comments for this item.

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

- 5) **Request for approval of a new software contract with Ceribell, Inc. to acquire the Ceribell EEG recorder platform that will record EEG patient data through disposable headband and report to physician in real time for Zuckerberg San Francisco General Hospital. The total proposed contract amount is \$379,579 which includes a 12% contingency for the term of November 1,2023 through October 31,2026 (3 years).**

Lawrence Chyall, Neuroscience Program Manager, presented the item.

Commissioner Comments:

Commissioner Guillermo asked if this product has been tested. Mr. Chyall stated that the device is extremely efficient in detecting seizures and more time-efficient to use. She asked if there are plans for integrating secure WIFI for the device. Mr. Chyall stated that it uses the hospital secure WIFI and stores data securely in the cloud.

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

- 6) **Request for approval of a New Professional Services Agreement with Maxim Healthcare Staffing Services, Inc. to provide temporary as-needed per diem and traveling respiratory therapists personnel in support of the Department's ongoing operational and needs in the San Francisco Health Network. The total proposed contract amount is \$3,000,000 which includes a 12% contingency for the term of October 16, 2023 through October 15, 2025 (2 years).**

Neda Ratanawonga MD, LHH Interim Chief Medical Officer, presented the item.

Commissioner Comments:

Commissioner Guillermo noted that this is a temporary staffing company, and asked if LHH will train these temporary staff. Dr. Ratanawonga stated that all temporary staff must complete LHH new employee orientation and other required LHH staff trainings.

Commissioner Guillermo asked if a contract extension will be needed if LHH recertification is further delayed. D.r Ratanawonga stated that it is anticipated that this contract term will meet the needs of LHH.

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

- 7) **Request for approval of a New Professional Services Agreement with Center Point to provide overflow capacity to BHS when there is insufficient residential treatment availability in San Francisco to meet the needs of SF Residents, but an immediate need for a placement. This agreement will provide funding for up to five total dual diagnosis residential treatment slots in any one of the following three programs: (1) Men's Residential Home (\$415 bundled daily rate), (2) Women's Residential Home (\$415 bundled daily rate), and (3) Women and Children Home (children up to five years with mother) (\$465 bundled daily rate). The slot utilization and placement will be based on need, and slots will only be reimbursed if utilized. The total proposed contract amount is \$1,120,000 which includes a 12% contingency for the term of November 1, 2023 through June 30, 2025 (1 year and 8 months).**

David Pating MD, Interim BHS Deputy Director, Substance Use Services, presented the item.

Commissioner Comments:

Commissioner Guillermo stated that she is glad of this contract because of the need for these services.

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

- 8) **Request for approval of a New Professional Services Agreement with Horizon’s Services Inc. to provide overflow capacity to BHS when there is insufficient residential treatment or Withdrawal Management availability in San Francisco to meet the needs of SF Residents, with an immediate need for a placement. This agreement will provide funding for up to two total dual diagnosis men’s residential treatment slots at the Cronin House (\$785 bundled daily rate), and up to five total Withdrawal Management slots at Cherry Hill or Palm Avenue (bundled rate of \$785 daily) with funding available for up to 240 days. The slot utilization and placement will be based on need, and slots will only be reimbursed if utilized. The total proposed contract amount is \$6,272,000 which includes a 12% contingency for the term of November 1, 2023 through June 30, 2025 (1 year and 8 months).**

David Pating MD, Interim BHS Deputy Director, Substance Use Services, presented the item.

Commissioner Comments:

There were no commissioner comments for this item.

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

- 9) **Request for approval of a New Professional Services Agreement with Heluna Health to perform wishes to service the CARE (Community Assisted Recovery and Empowerment) Court program improves access to care for people with schizophrenia spectrum or psychotic disorders by providing support from families, clinicians, and first responders. The total proposed agreement amount is \$241,920 which includes a 12% contingency for the term of 09/15/2023 through 06/30/2024 (10 months)**

David Nish, BHS Director of Operations, presented the item.

Commissioner Comments:

Commissioner Guillermo asked how this service will be monitored since this is a new service category. Mr. Nish stated that the oversight of CARE Court is robust and will be closely monitored. He noted that services are only needed through June.

Commissioner Guillermo asked if the contract includes communication and outreach to possible participants and/or those who may be interested in the CARE Court. Mr. Nish stated that BHS will be preparing materials to educate the public about this new service.

Commissioner Chow asked for clarification whether the monthly invoiced amount will relate to the number of CARE Court clients served. Mr. Nish stated that the contract supports the start-up of the CARE Court and is not reliant on the number of clients served.

Commissioner Chow asked if the intention is for the DPH to take on these services after the start-up process. Mr. Nish stated that the DPH will be hiring staff who will be responsible for this service in the long-term.

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

- 10) **Request for approval of a new software contract with iSchemaView, Inc. to gain access to their RapidAi platform that interprets patient's CT/MRI data and assists physicians in making an expedient diagnosis and treatment plans for the Department of Public Health. The total proposed contract amount is \$390,992 which includes a 12% contingency for the term of January 11, 2023, through October 31, 2028 (5.5 years). This contract is retroactive to January 11, 2023 due to a prior perfusion site upgrade and extended contract negotiations.**

Lawrence Chyall, Neuroscience Program Manager, presented the item.

Commissioner Comments:

Commissioner Guillermo asked for clarification that UCSF used to run this service and now the DPH will be responsible for the service. Mr. Chyall confirmed that this is correct.

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

11) **EMERGING ISSUES**

Commissioner Guillermo noted the errors on the October Contracts Report and requested that future reports be reviewed for errors before distribution. She also reminded staff that the Committee members have requested a reduction in retroactive contracts.

12) **PUBLIC COMMENT**

There was no public comment.

13) **ADJOURNMENT**

The meeting was adjourned at 2:36pm.