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Commissioner

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## HEALTH COMMISSION

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Department of Public Health



Barbara A. Garcia, MPA  
Director of Health

Mark Morewitz, MSW  
Executive Secretary

TEL (415) 554-2666  
FAX (415) 554-2665

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

**MINUTES**  
**HEALTH COMMISSION**  
**FINANCE AND PLANNING COMMITTEE**  
**Tuesday, September 6, 2011, 2:00 p.m.**  
**101 Grove Street, Room 302**  
**San Francisco, CA 94102**

**1) CALL TO ORDER**

Present: Commissioner James M. Illig, Chair  
Commissioner Steven Tierney, Ed.D. Ex Officio Member  
Commissioner Sonia Melara, Member  
Commissioner Edward A. Chow, M.D., Member

The meeting was called to order at 3:07pm.

**2) APPROVAL OF THE AUGUST 2, 2011 FINANCE AND PLANNING COMMITTEE MINUTES**

Action Taken: The minutes of the August 2, 2011 Finance and Planning Committee were unanimously approved.

**3) MONTHLY CONTRACTS REPORT**

Jacque Hale, Director of Office of Contract Management and Compliance reviewed the Contracts Report.

Commissioner Comments/Follow-Up:

The Committee asked Ms. Hale to make the following changes to the Contracts Report format:

- Define the term "Prior" in the report's key.
- Include the prior amount of the contract in the report
- Add a column with a brief explanation of any change in the contract

Commissioner Illig asked for a distinction between what are local discretionary funds versus funding originating from state or federal sources. Mr. Wagner stated that he will get back to the Committee with more information on this request.

#### **4) BUDGET UPDATE**

Greg Wagner, Chief Financial Officer, made the presentation of the preliminary year-end summary of revenues and expenditures for the Department of Public Health for fiscal year 2010-11. These data are based on revenue collected and billed, and expenses incurred for the fiscal year ending June 30, 2011.

##### Commissioner Comments/Follow-Up:

Commissioner Illig stated he would like to see actual Healthy San Francisco revenue and expenditure information compared to the projected amounts. Jen Louie, DPH Budget Director, suggested that the Committee receive a quarterly financial update on Healthy San Francisco expenses and revenues.

Commissioner Illig asked for an explanation of what happened with the \$40M loss in the Hospital Fee. Mr. Wagner stated that the Hospital Fee started later and ended earlier than predicted. However, this loss was offset by net patient and DRSP revenues which earned the DPH \$102,000 more than the amount lost through the Hospital Fee.

Commissioner Illig asked for clarification regarding the \$1M work order recovery under Primary Care. Mr. Wagner stated that for this particular work order issue, it is likely a historical problem with over-budgeting that has been carried over year to year.

Commissioner Chow stated that he is concerned with the impact on the Primary Care budget as more people enroll in Healthy San Francisco which is under the SFGH budget.

Commissioner Illig asked why the Jail Health Services overspending does not fall in the Sheriff's budget. Mr. Wagner stated that because it is all General Fund, the City Budget office considers it an extra step to transfer money to the Sheriff's Department which will then transfer the funds to the DPH.

Commissioner Illig commented that the figures on DPH, SFGH and LHH Statement of Revenue and Expense portion of the report are not consistently listed.

Mr. Wagner stated that in the two year budget process, it will not be possible to use one-time solutions to balance the budget in the second year. He and Director Garcia have been meeting with various Divisions to begin planning to be prepared when budget instructions are distributed later this year.

Mr. Wagner also stated that the budget targets will be based on the Controller's 5-Year financial projection and changes in actual expenditures.

Commissioner Melara asked for a list of issues on the ballot that could impact the DPH budget. Mr. Wagner said the sales tax, pension package and street bond initiatives could impact the DPH's share of the General Fund.

#### **5) DPH ANNUAL REPORT OUTLINE**

Lori Cook, Senior Health Planner, with office of policy and planning reviewed the outline for the DPH Annual Report which gives an overview of DPH activities during the past fiscal year.

##### Commissioner Comment/Follow Up:

Commissioner Illig asked for the reason the report is not based on the Report Card Goals. Ms. Cook explained that the Annual Report will be streamlined and easier to read. The upcoming full Commission presentation on Community Vital Signs will also be a forum to hear an update of the Goals. Commissioner Illig requested that the Annual Report should contain links to the Community Vital Signs data.

Commission Illig requested the following to be put into the Annual Report:

- A full list of other DPH Reports developed during the fiscal year
- Information on the Health Care Master Plan Ordinance
- Information on the 5-year budget

Commissioner Tierney suggested that the report should contain a letter from him as Commission President. He asked Mr. Morewitz to develop a draft of this letter for his review.

Commissioners Tierney and Chow recommended tying the LHH Replacement Project item in the report with lessons learned for the SFGH Rebuild project. They also suggested highlighting the reintegration of residents back to the community and to explain the full range of services and facilities that the City has gained through the project.

Public Comment:

Jacob Moody, Executive Director of the Bayview Hunter's Point Foundation, stated that linking the Health Matters website community vital signs data with the DPH Annual Report would be helpful.

**6) REVIEW OF COMMUNITY PROGRAMS BUSINESS OFFICE UPDATE**

Michelle Ruggels, Community Programs Director of Operations, gave the presentation which was the second part of a review of the Business Office functions. This presentation focused on how the Business Office measures the following:

1. Whether clients are improving.
2. Whether contractors are doing a good job.
3. Whether contracting/monitoring processes are linked to recommendations for system/agency improvements.

As part of the report, Deborah Sherwood, Director of Office of Quality Management, presented data on client improvement. She stated that new DPH contracts contain objectives that measure evidence based client outcomes.

Commissioner Comments/Follow-Up:

Commissioner Illig asked if the DPH looks at city-wide needs when planning for service provision. Director Garcia stated that DPH does take into consideration the city-wide needs when planning services. Dr. Aragon stated that the Public Health Accreditation efforts will have to be done in alignment with the Health Care Services Master Plan.

Commissioner Tierney asked if sustainability is a consideration when the DPH considers applying for new grants. Colleen Chawla, Deputy Director of Health and Director of Policy and Administration, stated that there is an internal DPH form that staff must fill out to gain consent to apply for a grant. This form asks about sustainability of the new proposed service/program.

Commissioner Illig asked if the staff who review contractors' audits have expertise in this area. Duane Einhorn, Director of Contract Compliance, stated that he reviews all the audits.

Commissioner Chow asked whether COPC will need to adhere to Meaningful Use standards. Director Garcia stated that all DPH Meaningful Use activities will be implemented together.

Commissioner Illig asked if DPH programs and community based programs are both monitored using the same standards. Ms. Ruggels stated that DPH uses the same standards to monitor both DPH and community programs.

**7) COMMITTEE ANNUAL CALENDAR**

The Committee reviewed the calendar and had no further suggestions.

**8) EMERGING ISSUES**

This item was not discussed.

**9) PUBLIC COMMENT**

There was no public comment.

**10) ADJOURNMENT**

The meeting was adjourned at 3:56pm.