

**Edward A. Chow, M.D.**  
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**Dan Bernal**  
Commissioner

**Cecilia Chung**  
Commissioner

**Judith Karshmer, Ph.D., PMHCNS-BC.**  
Commissioner

**James Loyce, Jr., M.S.**  
Commissioner

**David.J. Sanchez, Jr., Ph.D.**  
Commissioner

**HEALTH COMMISSION  
CITY AND COUNTY OF SAN  
FRANCISCO**

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**MINUTES  
HEALTH COMMISSION  
FINANCE AND PLANNING COMMITTEE  
TUESDAY, MARCH 6, 2018 2:00 p.m.  
101 Grove Street, Room 302 or 300  
San Francisco, CA 94102**

**1) CALL TO ORDER**

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

The meeting was called to order at 2:05pm.

**2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF FEBRUARY 6, 2018**

Action Taken: The Committee unanimously approved the minutes.

**3) MONTHLY CONTRACTS REPORT**

Michelle Ruggels, Director of the SFDPH Business Office, reviewed the report.

Commissioner Comments:

Commissioner Chow requested that if a contract extension is requested, the unit of service cost form the original contract be included with any note on change of that cost.

Commissioner Chung noted that the Health Commission is interested in understanding the impact per dollar in SFDPH contracts. Mr. Ruggels stated that she will create a template for how to present this information.

Commissioner Chow requested a break out units of service and unduplicated clients by service in "mega-contracts."

Regarding the Edgewood Children's Center contract, Commissioner Chung asked for clarification on whether the focus is early childhood or mental health services. Ms. Ruggels stated that the service ranges from one-on-one classroom services or outreach to larger groups. Consultation services are billed by staff time and include assistance managing classroom efficiency and behavior issues. She noted that the services will soon be put out to bid.

Commissioner Bernal asked for more information regarding the \$1.5M reduction in this year's contract amount. Ms. Ruggels stated that the youth crisis center has less funding due to the grant ending.

Commissioner Chow requested more information regarding the number of people impacted by different interventions. Commissioner Bernal requested that he would like a better understanding of client flow in contracted services. Mr. Ruggels stated that a presentation can be made at a future committee meeting to describe the services, populations served and final decisions on the upcoming RFP.

Action Taken: The Committee unanimously recommended that the full Health Commission approve the Report.

- 4) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH THE LAVENDER YOUTH RECREATION AND INFORMATION CENTER (LYRIC), IN THE AMOUNT OF \$784,000 WHICH INCLUDES A 12% CONTINGENCY, TO PROVIDE PEER NAVIGATION SERVICES FOR TRANSGENDER AND GENDER NON-CONFORMING YOUTH, FOR THE PERIOD OCTOBER 16, 2017 THROUGH JUNE 30 2022 (4.75 YEARS).**

Beth Neary, Senior Administrative Analyst, Primary Care, reviewed the contract request.

Commissioner Comments:

Commissioner Chung stated that the services sound exciting and inspirational.

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

- 5) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, SCHOOL OF DENTISTRY, IN THE AMOUNT OF \$914,274 WHICH INCLUDES A 12% CONTINGENCY, TO PROVIDE SUPPORT OF THE DENTAL TRANSFORMATION INITIATIVE LOCAL DENTAL PILOT PROJECT AND THE SAN FRANCISCO LOCAL ORAL HEALTH PROGRAM, FOR THE PERIOD JANUARY 1, 2018 THROUGH JUNE 30, 2022 (4.5 YEARS).**

Beth Neary, Senior Administrative Analyst, Primary Care, and Margaret Fisher, Oral Health Consultant, Child Health & Disability Prevention, DPH Primary Care, reviewed the contract request.

Commissioner Comments:

Commissioner Chow noted that he is glad to see that services are targeting areas with health disparities.

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

- 6) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH UPTODATE, INC. FOR ACCESS TO THE UPTODATE ANYWHERE APPLICATION FOR CLINICAL DECISION SUPPORT. THE AGREEMENT SHALL BE IN THE AMOUNT OF \$1,186,977, WHICH INCLUDES A 12% CONTINGENCY AMOUNT, FOR THE PERIOD MARCH 1, 2018 TO FEBRUARY 28, 2021 (36 MONTHS).**

Albert Yu, MD, San Francisco Health Network Chief Informatics Officer, reviewed the contract request.

Commissioner Comments:

Commissioner Chung thanked Dr. Yu for the explanation of the contract.

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

- 7) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH APEX REVENUE TECHNOLOGIES, TO PROVIDE SERVICES NEEDED IN ORDER TO CONVERT BILLING DATA FROM THE NEW ELECTRONIC HEALTH RECORD SYSTEM INTO A PATIENT BILLING STATEMENT FOR PATIENTS OF THE SAN FRANCISCO HEALTH NETWORK (SFHN) IN THE AMOUNT OF \$8,540,000 WHICH INCLUDES A 12% CONTINGENCY AND AN OPTION TO EXTEND THE CONTRACT FOR AN ADDITIONAL 24 MONTHS. THE TERM OF THE CONTRACT INCLUDING OPTIONS IS FOR THE PERIOD APRIL 1, 2018 TO FEBRUARY 28, 2023 (60 MONTHS).**

Diana Guevara, SFHN Associate Administrator, Patient Finance, reviewed the contract request.

Commissioner Comments:

Commissioner Chung thanked Ms. Guevara for the explanation of the contract.

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

- 8) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH NETSMART TECHNOLOGIES INC., TO IT BACKFILL SERVICES SUPPORTING THE MYAVATAR EMR. NETSMART APPLICATION MANAGEMENT SERVICE (AMS) STAFF WILL PROVIDE NEEDS ANALYSIS, DOCUMENTATION OF STATUS OF APPLICATION AND PROCESSES, EVALUATION OF PROCESSES AND WORK FLOW, DOCUMENTATION OF TECHNICAL SPECIFICATIONS, PROJECT MANAGEMENT, REPORT AND APPLICATION DEVELOPMENT FOR THE VARIOUS COMPONENTS OF THE AVATAR APPLICATION FOR THE SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH IN THE AMOUNT OF \$5,492,413 WHICH INCLUDES A 12% CONTINGENCY AND AN OPTION TO EXTEND THE CONTRACT FOR AN ADDITIONAL 17 MONTHS. THE TERM OF THE CONTRACT INCLUDING OPTIONS IS FOR THE PERIOD APRIL 1, 2018 TO JANUARY 31, 2022 (47 MONTHS).**

Jim Genevro, Chief Applications Officer, reviewed the contract request.

Commissioner Comments:

Commissioner Chung thanked staff for the graph giving context to how the contract fits in with the entire electronic health record system.

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

- 9) **SF CITY OPTION & SF COVERED MRA PROGRAM UPDATE**

Sumi Sousa, Officer of Policy Development and Coverage Programs, San Francisco Health Plan, gave the update.

Commissioner Comments:

Commissioner Chow asked if there are education programs for clients. Ms. Sousa stated that there are education programs that depend on obtaining employee data from the employers. She noted that because there are often many temporary employees, these individuals often do not understand that they can access their accounts.

Commissioner Chung thanked Ms. Sousa for the presentation.

- 10) **SFDPH FY17-18 2<sup>nd</sup> QUARTER FINANCIAL REPORT**

Greg Wagner, SFDPH Chief Financial Officer, gave the report.

Commissioner Comments:

Commissioner Chow asked for more information regarding overspending on salaries at the hospitals. Mr. Wagner stated that the revenues from the higher census at ZSFG covers these costs. He noted that the SFPDH has made a commitment for five years to not request an increase in spending. Therefore, the SFDPH is doing all it can to keep to budgeted levels. In the last budget, the SFDPH included a mechanism related to the hospital census that specified if the census is high, the SFDPH could go over budget on salaries equal to the census overage. However, this is not included in the revenue cycle for the current report.

Commissioner Chow requested a footnote to explain what is included in the San Francisco Health Network category since this is a new addition to report in this cycle. Mr. Wagner stated that the SFDPH has attempted to design the report to mirror the SFDPH organization structure.

Commissioner Chow also requested a breakout of the San Francisco Health Network Behavioral Health and Substance Use services branches. Director Garcia suggested reporting on these sub-categories once a year.

**11) EMERGING ISSUES**

Commissioners Chung and Chow thanked the Contracts staff and IT staff for detailed information on the electronic health record contracts and suggested this paradigm as a model for types of contracts such as Behavioral Health and Substance Treatment contracts.

**12) PUBLIC COMMENT**

There was no public comment.

**13) ADJOURNMENT**

The meeting was adjourned at 3:32pm.