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MINUTES
HEALTH COMMISSION
FINANCE AND PLANNING COMMITTEE
TUESDAY, NOVEMBER 4, 2014 2p.m.
101 Grove Street, Room 300
San Francisco, CA  94102

1)  CALL TO ORDER
Present:  Commissioner Cecilia Chung, Chair
Commissioner David Singer, Member
Commissioner David Pating, MD
Commissioner Belle Taylor-McGhee

Excused:  Commissioner Edward Chow, MD, Member

The meeting was called to order at 2:09pm. Note that Commissioner Pating participated as an observer and did not vote on any item.


Action Taken:  The Committee approved the minutes of the October 7, 2014 meeting.

3)  REQUEST FOR SITE APPROVAL FOR EXPANSION OF SERVICES AT EDGEWOOD CENTER FOR CHILDREN AND FAMILIES TO CREATE A CRISIS STABILIZATION 5150/5585 RECEIVING CENTER (AS REQUIRED BY CHAPTER 79 OF THE SAN FRANCISCO ADMINISTRATIVE CODE, THE CITIZENS’ RIGHT-TO-KNOW ACT OF 1998, ALSO REFERRED TO AS “PROP. I”).
Sean Nguyen, SFDPH Program Manager, and Alison Lustbader LCSW, Community Behavioral Health Services, gave an overview of the request. Mathew Madaus, LCSW, Edgewood Center for Children and Families CEO, was present to answer questions.

Public Comment:
John Minderman, neighbor of Edgewood Center, stated that he is a former law enforcement officer and worked with families in crisis as part of his job. He also stated that the proposed expansion of services at Edgewood will benefit all San Franciscans.
Commissioner Comments/Follow-Up:
Commissioner Singer asked how the Edgewood Center for Children and Families (Edgewood) will measure its success with the expansion. Ms. Lustbader stated that the grant funding the expansion has a research component that will measure the effectiveness of the program.

Commissioner Chung requested that Edgewood return to the Finance and Planning Committee to report on the first 12 months of data.

Commissioner Pating stated that as a mental health professional, he is supportive of the expansion due to the lack of appropriate services for children and adolescents in San Francisco. He asked if clients over 18 years of age may continue to access services. Ms. Lustbader stated that the grant stipulates that clients may only be under 18 years of age.

Commissioner Pating asked if the program will include peer activities. Ms. Lustbader stated that the new program has a strong peer component.

Commissioner Pating asked for clarification on the ramification of a client staying more than 24 hours in the program. Ms. Lustbader stated that goal of the program is to stabilize clients within twenty-four hours. If more time is needed, the client will be moved to another program within Edgewood to circumvent admission to the SFGH Psychiatric Emergency Services.

Director Garcia requested that data showing a cost-savings of preventing these clients from being admitted at the SFGH Psychiatric Emergency Services should be included in the evaluation of the program.

4) SFDPH 4th Quarter Financial Report
Greg Wagner, Chief Financial Officer, gave the report.

Commissioner Comments/Follow-Up:
Commissioner Singer congratulated Mr. Wagner and Director Garcia for their work to ensure that the SFDPH performed well last year. He asked for information regarding how the SFDPH is preparing for future downturns of the economy. Mr. Wagner stated that the SFDPH is looking into the City’s financial policies to develop a mechanism to save funds left in the SFDPH budget at the end of each fiscal year to serve as a buffer during times of economic downturn. Currently all SFDPH funds left at the end of the fiscal year are returned to the General Fund. Director Garcia stated that the SFDPH is reviewing revenue producing budget initiatives and reviewing spending trends in an attempt to build reserves for the SFDPH to use in the future.

Commissioner Pating requested a dashboard that shows IT, capital projects, and fiscal performance across the SFDPH. He also asked if the SFDPH fiscal goals are in alignment of how the SFDPH is currently operated. Mr. Wagner stated that the SFDPH is moving in the right direction and that groundwork has been laid. He added that financial grown of the San Francisco Health Network is still necessary; he predicted it will take five years to fully implement.
5) **SFPDH IMPLEMENTATION OF THE LOCALLY OWNED BUSINESS ENTERPRISE (LBE) ORDINANCE**  
Greg Wagner, Chief Financial Officer, gave the presentation.

**Commissioner Comments/Follow-Up:**  
Commissioner Taylor-McGhee stated that the SFPDH current rate of 9% LBE hiring seems low compared to the Mayor’s new goal of 40%. She added that other City agencies are doing disparity studies as part of this effort and the Public Utilities Commission is unbundling its contracts to help meet the Mayor’s goal. Mr. Wagner stated that he will review this issue and will report back to the Committee at a later time. Ron Alameida, SFGH Rebuild Team, stated that the 9% LBE hiring goal for the SFGH Rebuild was established seven years ago in conjunction with the Human Rights Commission; he noted the economy was very different at the time. He also stated that the 9% goal for the SFGH Rebuild project is not the goal for the entire SFPDH.

Commissioner Singer stated that the demographics of San Francisco are rapidly changing; he asked if the SFPDH staff can predict which areas will be easy and which will be difficult to hire LBEs so better outreach can be developed for the potentially more difficult areas. Mr. Wagner stated that the SFPDH will work on this and will report back to the Committee at a later time.

Commissioner Chung stated that the SFPDH has seven IT-companies on its LBE list but is only using one of these companies. Mr. Wagner stated that many of the SFPDH enterprise contracts are not with local providers; however local subcontractors may be used.

Commissioner Chung requested that the SFPDH report a baseline on its department-wide LBE hiring.

6) **MONTHLY CONTRACTS REPORT**  
Michelle Ruggels, Director of Operations for Community Programs, reviewed the report.

**Commissioner Comments/Follow-Up:**  
Regarding the Catholic Charities contract, Commissioner Taylor-McGhee asked for information to explain the eight-year extension of this contract. Ms. Ruggles stated that the contract is for five years; the new request is for a three extension of the contract. She added that the extension is allowed under the rules of the RPF. Mr. Wagner stated that standard SFPDH practice is to contract for five years; any extensions beyond this length are usually brought to the Health Commission for approval.

Commissioner Chung requested the Contracts Report include the original contract term for contracts.

Commissioner Singer asked the status of the revised Health Commission Contract Review Process. Mr. Wagner stated that the revised process will be presented at the December 2, 2014 Finance and Planning Committee meeting.

**Action Taken:** The Committee recommended that the full Health Commission approve the Contracts Report.
7) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH KPMG FOR THE SERVICES OF CERTIFIED NURSE INFORMATICISTS (CNI) TO ASSIST THE NURSING DEPARTMENT AND INFORMATION TECHNOLOGY DIVISION AT SAN FRANCISCO GENERAL HOSPITAL ON A VARIETY OF UPCOMING INITIATIVES WHICH INCLUDE THE SAN FRANCISCO GENERAL HOSPITAL REBUILD PROGRAM AND ONGOING HOSPITAL OPERATIONS IN THE AMOUNT OF $1,236,446 FOR THE TERM OF DECEMBER 1, 2014 TO DECEMBER 31, 2016 (25 MONTHS).**

Michelle Ruggels, Director of Operations for Community Programs, reviewed the request. Winona Mindolovich, SFDPH IT, and Philip Klefelt, KPMG, were available to answer questions.

**Commissioner Comments/Follow-Up:**
Commissioner Singer asked if the contract supports two consistent consultants or a number of consultants. Philip Klefelt, KPMG representative, stated that the intent is to have two individuals assigned for the life of the project to ensure consistency.

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

8) **SFDPH ANNUAL REPORT OUTLINE FY2013-14**

Sneha Patil, Health Program Planner, reviewed the outline.

**Commissioner Comments/Follow-Up:**
Commissioner Chung suggested that the Report include more information and a timeline including SFDPH preparations for the Affordable Care Act implementation.

Commissioner Singer asked if the Annual Report is necessary. Mr. Morewitz stated that the Administrative Code requires that the Health Commission and SFDPH submit an annual report to the Mayor’s Office. Commissioner

Commissioner Singer asked if the SFDPH staff know how many people read the report. Director Garcia stated that the IT department may be able to look at the number of people who have opened the file from the website.

Commissioner Chung stated an annual report is part of the Department’s efforts to be transparent and responsive to the communities it serves.

Commissioner Pating stated that he found the last SFDPH annual report very helpful as an overview of the Department’s accomplishments and programs.

9) **EMERGING ISSUES**
This item was not discussed.

10) **PUBLIC COMMENT**
There was no public comment.

11) **ADJOURNMENT**

The meeting was adjourned at 3:56pm.