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

**Edwin M. Lee, Mayor
Department of Public Health**



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Director of Health

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Executive Secretary

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NOTE MEETING LOCATION

AGENDA

HEALTH COMMISSION

FINANCE AND PLANNING COMMITTEE

Tuesday, December 5, 2017, 2:00 p.m.

LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER

Administration Building, Conference Room B102

375 Laguna Honda Boulevard

San Francisco, CA 94116-1411

Commissioner David Pating, MD, Chair
Commissioner Cecilia Chung, Member
Commissioner James Loyce Jr., Member

Committees of the Health Commission consist of three members of the Commission. If a quorum of the Health Commission is present, it constitutes a special meeting of the Commission. If additional Commissioners attend the meeting of a committee creating a quorum of the full Health Commission, they may participate in the discussion on an item on the agenda but may not vote with the members of the committee. The committee's recommendations shall be reported to the full Commission for discussion and possible action. The Health Commission Executive Secretary shall make a note of the presence of the additional commissioners in the minutes, and discussion shall be limited to items noticed on this agenda.

1) **CALL TO ORDER**

2) **ACTION ITEM:**

**APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE
AND PLANNING COMMITTEE MEETING OF NOVEMBER 7, 2017.**

**Minutes of the meeting of November 7, 2017*

3) **FOR ACTION:**

MONTHLY CONTRACTS REPORT

(Michelle Ruggels, Director of the SFDPH Business Office)

**Health Commission December 2017 Contracts Report*

- 4) **FOR ACTION:** REQUEST FOR APPROVAL OF A NEW CONTRACT WITH DELOITTE CONSULTING LLP, APPROVAL OF A NEW CONTRACT WITH DELOITTE CONSULTING LLP, FOR THE OVERALL PROJECT MANAGEMENT OF THE ELECTRONIC HEALTH RECORD (EHR) PROJECT. THE EHR PROGRAM AND PROJECT MANAGER WILL BE RESPONSIBLE FOR ALL PROJECTS WITHIN THE EHR AND FOR THE OVERALL SUCCESS OF THE IMPLEMENTATION AND ADOPTION OF THE EHR PROJECT FOR THE SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH, IN THE AMOUNT OF \$9,900,000, 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 DECEMBER 1, 2017 TO NOVEMBER 30, 2022 (60 MONTHS).
(Michelle Ruggels, Director of the SFDPH Business Office)
- 5) **FOR ACTION:** REQUEST FOR APPROVAL OF A NEW CONTRACT WITH DELOITTE CONSULTING LLP, TO PROVIDE AS-NEEDED PROJECT MANAGEMENT, GO FORWARD INITIATIVES, PROJECT/COORDINATION AND OPERATIONAL READINESS SERVICES IN SUPPORT OF THE ELECTRONIC HEALTH RECORD PROJECT FOR THE SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH IN THE AMOUNT OF \$9,900,000, 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 DECEMBER 1, 2017 TO NOVEMBER 30, 2022 (60 MONTHS).
(Michelle Ruggels, Director of the SFDPH Business Office)
- 6) **FOR ACTION:** REQUEST FOR APPROVAL OF A NEW CONTRACT WITH DELOITTE CONSULTING LLP, FOR REVENUE CYCLE MANAGEMENT SERVICES, IS SUPPORT OF THE SFDPH ELECTRONIC HEALTH RECORD (EHR) PROJECT IN THE AMOUNT OF \$9,900,000 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 DECEMBER 1, 2017 TO NOVEMBER 30, 2022 (60 MONTHS).
(Michelle Ruggels, Director of the SFDPH Business Office)
- 7) **FOR ACTION:** REQUEST FOR APPROVAL OF A NEW CONTRACT WITH WITH GOLDEN GATE NEUROMONITORING LLC, FOR NEUROPHYSIOLOGICAL MONITORING SERVICES AT ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL IN THE AMOUNT OF \$1,850,000, WHICH INCLUDES A 12% CONTINGENCY AND AN OPTION TO EXTEND THE CONTRACT FOR AN ADDITIONAL 52 MONTHS. THE TERM OF THE CONTRACT INCLUDING OPTIONS IS NOVEMBER 1, 2018 TO OCTOBER 31, 2022. (60 MONTHS).
(Michelle Ruggels, Director of the SFDPH Business Office)
- 8) **FOR ACTION:** REQUEST FOR APPROVAL OF A NEW PERPETUAL SOFTWARE LICENSE AGREEMENT AND ACCOMPANYING SOFTWARE MAINTENANCE AGREEMENT WITH HYLAND SOFTWARE, INC. FOR THE HYLAND ONBASE SOFTWARE APPLICATION FOR ENTERPRISE CONTENT MANAGEMENT (ECM) IN SUPPORT OF THE ELECTRONIC HEALTH RECORD PROJECT. THE SOFTWARE LICENSE AGREEMENT SHALL BE IN THE AMOUNT OF \$2,060,268 AND THE SOFTWARE MAINTENANCE AGREEMENT SHALL BE IN THE AMOUNT OF \$4,309,530 FOR THE PERIOD JANUARY 1, 2018 TO DECEMBER 31, 2022 (60 MONTHS).
(Michelle Ruggels, Director of the SFDPH Business Office)

9) **FOR ACTION:** **REQUEST FOR APPROVAL OF A NEW CONTRACT NORDIC CONSULTING PARTNERS, INC., TO PROVIDE AS-NEEDED PROJECT MANAGEMENT, GO FORWARD INITIATIVES, PROJECT/COORDINATION AND OPERATIONAL READINESS SERVICES IN SUPPORT OF THE ELECTRONIC HEALTH RECORD PROJECT FOR THE SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH IN THE AMOUNT OF \$9,900,000, 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 DECEMBER 1, 2017 TO NOVEMBER 30, 2022 (60 MONTHS).**
(Michelle Ruggels, Director of the SFDPH Business Office)

10) **FOR DISCUSSION:** **SAN FRANCISCO CITY OPTION AND SAN FRANCISCO COVERED MRA PROGRAM UPDATE**
(Sumi Sousa, San Francisco Health Plan)
THE COMMITTEE WILL HEAR AN UPDATE OF THE SF CITY OPTION COVERED MEDICAL REIMBURSEMENT ACCOUNT PROGRAM.

11) **EMERGING ISSUES**
OPPORTUNITY WHEN COMMITTEE MEMBERS, THE DIRECTOR, AND THE PUBLIC MAY BRING UP TOPICS FOR DISCUSSION, PROVIDING THAT ANY ACTION IS DELAYED UNTIL PROPER NOTICE CAN BE GRANTED.

12) **PUBLIC COMMENT**
AT THIS TIME, MEMBERS OF THE PUBLIC MAY ADDRESS THE COMMISSION ON ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE COMMISSION THAT ARE NOT ON THIS MEETING AGENDA. WITH RESPECT TO AGENDA ITEMS, YOUR OPPORTUNITY TO ADDRESS THE COMMISSION WILL BE AFFORDED WHEN THE ITEM IS REACHED IN THE MEETING. EACH MEMBER OF THE PUBLIC MAY ADDRESS THE COMMISSION FOR UP TO THREE MINUTES. THE BROWN ACT FORBIDS A COMMISSION FROM TAKING ACTION OR DISCUSSING ANY ITEM NOT APPEARING ON THE POSTED AGENDA, INCLUDING THOSE ITEMS RAISED AT PUBLIC COMMENT.

13) **ADJOURNMENT**

* Explanatory documents are available at the Health Commission Office, 101 Grove Street, Room #309, telephone 554-2666. If any materials related to an item on this agenda have been distributed to the Health Commission after distribution of the agenda packet, those materials are available for public inspection at the Health Commission Office at the address above during normal business hours.

Directions to Laguna Honda

Laguna Honda Hospital's conference room B102 is located in the Administrative Building on the ground floor and is wheelchair accessible. From the entrance, following the hallway to the left; signs will be posted with directions to the meeting room.

Disability Access

Wheel chair assisted participants arriving by motor car should park in the large main parking lot east of the Hospital, utilizing the east lot wheelchair entrance ramp to the Main Building. Upon entering the building, proceed straight ahead the entire length of the building to the west end of the 5th floor, where there is an elevator at the far end of an open air area, take the elevator down to the first floor, where signs will direct you to Simon Auditorium and Conference Room B102. Muni metro subway, most motorbus lines and Forest Hill Station are wheelchair accessible, as are the Hospital buildings.

If you require special listening devices, American sign language interpreters and readers, large print copy of agenda or other special services, please advise Laguna Honda Administration at 759-2363, at least 72 hours prior to the meeting. Late requests will be honored if possible.

Please help accommodate individuals with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities by refraining from wearing fragrances.

Public Transportation

You are encouraged to utilize public transportation. The Forest Hill Muni (surface/subway) Station is located across the street from the Hospital's entrance. The K, L and M streetcar lines stop at Forest Hill Station, and can be boarded at most BART/MUNI stations, including Civic Center Station, located on Market street, one block from Civic Center Garage across from City Hall, (entrance on McAllister between Polk and Larkin streets, and day-long parking is available).

Motorbus lines #36 *Teresita*, #43 *Masonic*, #44 *O'Shaughnessy*, and #52 *Excelsior* serve the Forest Hill Station. You may transfer to the *Laguna Honda* (wheel chair accessible) shuttle van, which provides services 5-days a week, every 30 minutes, from 6:30 a.m. 6:00 p.m., from the Forest Hill Station to the hospital (Pavilion) main entrance, adjacent to a wheelchair ramp. For more information about MUNI accessible services, call 923-6142.

Hospital Parking

Although it is possible to park in the neighborhood of the hospital – on Laguna Honda Boulevard and Clarendon Drive – nearby residential area parking is limited to 2 hours. Parking on the hospital grounds is free but limited. On hospital grounds you are welcome to park in any identified legal parking space, which does not carry a rectangular “reserved” sign over the space or block of spaces. Local parking regulations are strictly enforced. Once issued, SFPD tickets cannot be reversed as a “courtesy.” Please be sure to observe all parking signs and marked curbs. Parking for wheelchair users is located at the west end of the Main Building parking lot, and also at Clarendon Valley and in the Clarendon east parking lot.

Accessible Meeting Policy

American Sign Language interpreters and readers and/or language interpreters are available with advance notice of three business days. The Department of Public Health will make every effort to accommodate requests for sound enhancement systems and alternative formats for meeting minutes and agendas. Please make these requests as far in advance as possible. For all requests contact the Department of Public Health, Equal Employment Opportunity Program, telephone 554-2595 or the Health Commission office at 554-2666. Late requests will be honored if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Cell Phone and/or Sound Producing Electronic Device Usage at Hearings

The ringing of and use of cellular phones, pagers and similar sound producing electronic devices are prohibited during public meetings. Please be advised that the Chair/President may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phones, pagers, or other similar sound producing electronic devices (Sunshine Ordinance 67A.1).

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; and web site: www.sfgov.org/ethics.

Know Your Rights Under the Sunshine Ordinance

The Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force Administrator by mail to, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at sotf@sfgov.org

Citizens may obtain a free copy of the Sunshine Ordinance by contacting the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at <http://www.sfgov.org/sunshine.htm>.