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MINUTES
HEALTH COMMISSION
FINANCE AND PLANNING COMMITTEE
TUESDAY, FEBRUARY 7, 2017 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 Edward Chow, MD, Member

The meeting was called to order at 2:34pm.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF JANUARY 3, 2017

Action Taken: The minutes were unanimously approved.

3) MONTHLY CONTRACTS REPORT

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

Commissioner Comments:
Regarding the UCSF Citywide Employment Program contract, Commissioner Chow stated that he appreciates the historical value of this program and asked for more information regarding its client outcomes. Director Garcia stated that the program provides an experience in which participants gain workforce skills, an understanding of workplace culture, and socialization opportunities.

Commissioner Chung suggested that the innovative program be presented so that the Commission can better understand its framework.

Regarding the Supplemental Health Care and Preferred Health Care contracts, Commissioner Chow asked if these vendors are used because the SFDPH has not been able to hire the staff it needs or just to prepare for situations in which temporary staff are needed. Gillian Otway, ZSFGH Nursing Director, stated that ZSFG uses these registries to prepare for situations in which SFDPH staff take leave for FLMA or workers injuries.

Regarding the San Francisco School District contract, Commissioner Chow noted that the amounts on the report may need revision. Ms. Ruggels stated that the correct amounts are:

- Total contract amount: $761,600
- Prior Annual Amt. Without Contingency: $355,000
- Annual Difference: $83,000
- Annual Difference: 24%

Commissioner Chung stated that she would make this correction in the summary of the Contracts Report at the full Health Commission meeting.

Action Taken: The Committee recommended that the full Health Commission approve the Contracts Report with the changes noted above.

4) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH HEALTH MANAGEMENT ASSOCIATES IN THE AMOUNT OF $295,120 FOR REVENUE CYCLE CURRENT STATE PROCESS MAPPING IN SUPPORT OF THE NEW ELECTRONIC HEALTH RECORD PROJECT FOR THE PERIOD FEBRUARY 1, 2017, THROUGH JULY 31, 2017 (6 MONTHS).

Greg Wagner, DPH Chief Financial Officer, and Diana Guevara, SFHN Associate Administrator, Office of Managed Care and Patient Finance, presented the contract request.

Commissioner Comments:

Commissioner Chow asked for clarification on the contract's purpose. Bill Kim, SFDPH CIO, stated that the vendor will map all current processes in preparation to customize the integrated electronic health system that is chosen. He noted that in his March IT update, he will map all the consultants already approved to give context.

Commissioner Chung asked for a reminder of which IT-related contract was approved at the January 3, 2017 Finance and Planning Committee meeting. Mr. Wagner stated that the KPMG contract, for IT project management, was approved at the meeting.

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

5) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH PUBLIC CONSULTING GROUP (PCG) IN THE AMOUNT OF $299,880, FOR INFORMATION TECHNOLOGY CONSULTING SERVICES TO ASSIST IN PREPARING FOR THE NEW ELECTRONIC HEALTH RECORD PROJECT, FOR THE PERIOD OF FEBRUARY 1, 2017, THROUGH JANUARY 31, 2018 (1 YEAR).

Bill Kim, CIO, presented the contract request.

Commissioner Comments:

Commissioner Chow asked if the SFDPH has internal expertise to conduct audits and develop remediation actions. Mr. Kim stated that a vendor was hired and it will take approximately six months to develop this expertise within the SFDPH.

Commissioner Chow asked whether this program would be related to the Controller's Office functions. Mr. Wagner stated that the Controller's Office conducts high-level security evaluations; vendors are hired to conduct more detailed audits.

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

6) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH PSG 340B SOLUTIONS IN THE AMOUNT OF $622,720, FOR 340B SPLIT BILLING SOFTWARE, FOR THE PERIOD OF FEBRUARY 1, 2017, THROUGH JANUARY 31, 2022 (5 YEARS).
Jessica Galens, ZSFG Pharmacy, presented the contract request.

Commissioner Comments:
Commissioner Chow asked for clarification on the system currently used. Ms. Galens stated that antiquated software is currently used; the vendor that owns the software will sunsetted the product at the end of 2016.

Commissioner Chung asked if the vendor is responsible for making any software changes. Ms. Galens stated that the vendor will make changes as-needed.

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

7) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH POWER PERSONNEL, INC. IN THE AMOUNT OF $1,120,000 TO PROVIDE AS-NEEDED SUPPLEMENTAL TRAVELING NURSE PERSONNEL, BACK-FILL AND SURGE STAFFING FOR THE TERM OF MAY 1, 2017, THROUGH APRIL 30, 2020 (3 YEARS).
Gillian Otway, ZSFGH Nursing Director, presented the contract request.

Commissioner Comments:
Commissioner Chow asked if the vendors on the current list are still utilized. Ms. Otway stated that there is currently only one vendor. However, the SFDPH would prefer to have additional vendor support to replace staff in specialty areas.

Commissioner Chung asked if the current vendor has provided satisfactory service. Ms. Otway stated that the current vendor is satisfactory but is limited in the volume and kinds of staff it can provide.

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

8) REQUEST FOR APPROVAL OF A NEW CONTRACT IN THE AMOUNT OF $1,120,000 WITH PROFESSIONAL RESOURCE ENTERPRISES, INC. DBA UNI TO PROVIDE AS-NEEDED SUPPLEMENTAL TRAVELING NURSE PERSONNEL, BACK-FILL AND SURGE STAFFING FOR THE TERM OF MAY 1, 2017, THROUGH APRIL 30, 2020 (3 YEARS).
Gillian Otway, ZSFGH Nursing Director, presented the contract request.

Commissioner Comments:
Commissioner Chung asked for more information on the process that occurs if any of the vendors cannot fill open positions. Ms. Otway stated that if a vendor has limitations in capacity, another vendor's contract can be modified to increase funds transferred from the first vendor.

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

9) EMERGING ISSUES
Commissioner Chung requested a presentation on SFDPH LBE data. Mr. Wagner stated that the Committee receives a list of LBE firms by category annually. Commissioner Chow requested that the SFDPH add to the

annual report information on LBE vendors who applied but did not get funded along with the categories to which they applied.

10) PUBLIC COMMENT

There was no public comment.

11) ADJOURNMENT

The meeting was adjourned at 3:31pm.