

Edward A. Chow, M.D.
President

James Loyce, Jr., M.S.
Vice President

Dan Bernal
Commissioner

Cecilia Chung
Commissioner

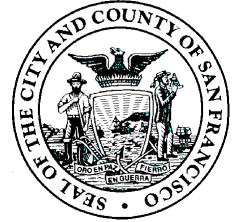
Laurie Green, M.D.
Commissioner

Tessie M. Guillermo
Commissioner

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

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

**London N. Breed Mayor
Department of Public Health**



Greg Wagner
Acting Director of Health

Mark Morewitz, M.S.W.
Executive Secretary

TEL (415) 554-2666

FAX (415) 554-2665

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

**MINUTES
HEALTH COMMISSION
FINANCE AND PLANNING COMMITTEE
TUESDAY NOVEMBER 6, 2018 2:00 p.m.
Zuckerberg San Francisco General Hospital
1001 Potrero Avenue, Carr Auditorium
San Francisco, CA 94110**

1) CALL TO ORDER

Present: Commissioner Edward Chow, MD, Member
Commissioner James Loyce

Excused: Commissioner Cecilia Chung, Chair
Commissioner Dan Bernal, Member

The meeting was called to order at 2:14pm.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF OCTOBER 2, 2018

Action Taken: The Committee unanimously approved the minutes.

3) **MONTHLY CONTRACTS REPORT**

Michelle Ruggels, Director of the SFDPH Business Office, introduced the item.

Commissioner Comments:

Regarding the BAART contract, Commissioner Loyce asked for more information regarding the use of interim contracts. Ms. Ruggels stated that these types of contracts give the SFDPH authority to use a sole source while a new solicitation is developed.

Regarding the Progress Foundation contract, Commissioner Chow asked for more information regarding the acute diversion unit. Edwin Batongbacal, SFDPH Director of Adult and Older Adults Systems-of-Care, stated that the program enables clients who are not appropriate for Psychiatric Emergency Services to be placed to this lower-level of care.

Regarding the Richmond Area Multi-Services contract, Commissioner Chow asked for more information regarding outcome objectives. Mr. Batongbacal stated that all SFDPH behavioral health contracts have outcome objectives. This contract's objective must show that a certain percentage of clients have engaged in meaningful and or vocational activities as it relates to their quality of life. This information is tracked in AVATAR.

Regarding the UCSF Citywide contract, Commissioner Chow asked for more information regarding evaluation of the contract. Mr. Batongbacal stated that the SFDPH reviews the services that the clients are referred to after this program is completed to ascertain if the service is more acute or less acute.

Regarding the Westside contract, Commissioner Loyce asked why the contract is going out to bid. Ms. Ruggels stated that the vendor was not selected for children's outpatient services. She noted the service will continue with Westside until the funding goes out to bid.

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

4) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH DEVCOOL INC. TO PROVIDE DATA FILES AND THE RELATED LICENSES TO BE USED IN THE NEW ELECTRONIC HEALTH RECORD (EHR). USED IN BILLING AND PATIENT CARE, THESE DATA FILES ARE ESSENTIAL AS THEY CONNECT PATIENTS WITH THE CORRECT CLASSIFICATIONS IN ACCORDANCE WITH NATIONAL MEDICAL STANDARDS. THE TOTAL CONTRACT AMOUNT IS \$1,285,610 WHICH INCLUDES A 12% CONTINGENCY AND AN OPTION TO EXTEND THE CONTRACT FOR 4 YEARS. THE TERM OF THE CONTRACT INCLUDING OPTIONS IS FOR THE PERIOD NOVEMBER 1, 2018 TO DECEMBER 31, 2027 (122 MONTHS).**

Commissioner Comments:

Commissioner Chow stated that he is concerned that the company has only one person on its board and noted it is a small company. Ms. Mindolovich stated that the company serves a niche of EPIC customers. She added that if the company went out of business, the SFDPH would have the current code sets and could find another vendor for its quarterly updates.

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

- 5) **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH HURON CONSULTING GROUP LLC TO PROVIDE AN INTERIM CHIEF INFORMATION SECURITY OFFICER (CISO), WHILE THE DEPARTMENT OF PUBLIC HEALTH HIRES A PERMANENT CIVIL SERVICE CISO. THE TOTAL CONTRACT AMOUNT IS \$395,584, AND THE INITIAL CONTRACT TERM IS FROM NOVEMBER 1, 2018 THROUGH JUNE 30, 2019 (7 MONTHS).**

Commissioner Comments:

Commissioner Chow asked for more information regarding the DPH EPIC Program Director. Ms. Mindolovich, Acting CIO, stated that this position solely focuses on EPIC; the Chief Security Officer focuses on cyber-security of the entire SFDPH. She added that previously the SFDPH employed an Acting Chief Security Officer who resigned earlier this year. Due to a very short list of eligible applicants, the SFDPH reopened the position.

Commissioner Chow asked how the SFDPH has managed the Chief Security Officer functions since the Acting Chief Security Officer resigned. Ms. Mindolovich stated that the DPH has utilized its Security Operations team.

Commissioner Chow asked if this contract is within the existing SFDPH budget. Mr. Wagner, Acting Director of Health and Chief Financial Officer, stated that this contract is an efficient use of SFDPH funds for an important function.

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

6) **EMERGING ISSUES**

This issue was not discussed.

7) **PUBLIC COMMENT**

There was no public comment.

8) **ADJOURNMENT**

The meeting was adjourned at 3:38pm.