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**MINUTES
HEALTH COMMISSION
FINANCE AND PLANNING COMMITTEE
Tuesday, December 5, 2017, 3:00 p.m.
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
Administration Building, Conference Room B102
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411**

1) CALL TO ORDER

Present: Commissioner David Pating, MD
Commissioner Dan Bernal, Member

Excused: Commissioner Cecilia Chung, Member
Commissioner Edward A. Chow, MD

The meeting was called to order at 3:03pm.

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

Action Taken: The Committee unanimously approved the minutes.

3) MONTHLY CONTRACTS REPORT

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

Commissioner Comments:

Commissioner Bernal asked for clarification regarding the annualized amount for the first year of the contract. Patricia Erwin, SFDPH Community Health Equity and Promotion, stated that the first contract period is only 9 months.

Commissioner Pating asked where the UCSF services are provided. Director Garcia stated that the services are provided at the ZSFG campus.

Regarding Health Advocates LLC contract, Commissioner Pating asked how the SFDPH determines which cases are given to this vendor. Diana Guervera, SFDPH Managed Care, stated that the most difficult and time consuming cases are turned over to this vendor. She noted that the MediCal approval rate is high for cases in which this vendor is assigned.

Commissioner Bernal noted that the previous vendor working with the SFDPH outpatient uninsured patients had a breach of confidentiality; the SFDPH then began using Health Advocates. Ms. Guervera stated that Health Advocates had already been working with SFDPH inpatient cases when this incident occurred. It now works with both inpatient and outpatient cases for the SFDPH. She noted the vendor is more productive than previous vendors.

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

4) 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).

Commissioner Comments:

Commissioner Pating asked why this contract is a sole source. Winona Mindolovich, SFDPH IT, stated that the vendor's services are highly integrated with EPIC, the electronic health record system the SFDPH has chosen. She noted that the vendor bought its competitor so it is the only vendor to offer this service.

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

5) 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).

Commissioner Comments:

Commissioner Pating asked if more services are needed, what mechanism can the SFPDH use. Ms. Mindolovich stated that the SFDPH can make the contract a fee-for-service contract if more services are needed.

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

6) 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).

Commissioner Comments:

Commissioner Pating asked for clarification on the “hold back mechanism” for this contract. Ms. Windolovich stated that the initial goal is to achieve the current baseline. The vendor assumes risk to get to the current SFDPH baseline. Ms. Guervera stated that the SFDPH will measure revenue in December 2017 to use as a baseline.

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

7) 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).

Commissioner Comments:

Commissioner Pating asked if billing is determined on a “per unit” basis. Terry Saltz, ZSFG, stated that the vendor bills as services are provided.

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

8) 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).

Commissioner Comments:

Commissioner Pating thanked the team who negotiated the contract.

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

4) 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).

Commissioner Comments:

Commissioner Pating asked for clarification for the need of this vendor. Ms. Guervera stated that the contract enables the SFDPH to have the capacity to have another vendor in case immediate work is need. She noted that the contract amount will only be spent if there is need.

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

5) SAN FRANCISCO CITY OPTION AND SAN FRANCISCO COVERED MRAPROGRAM UPDATE

This item was deferred to the March 6, 2018 Finance and Planning Committee meeting.

6) EMERGING ISSUES

This item was not discussed.

7) PUBLIC COMMENT

There was no general public comment.

8) ADJOURNMENT

The meeting was adjourned at 3:46pm.