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**MINUTES  
HEALTH COMMISSION  
FINANCE AND PLANNING COMMITTEE  
TUESDAY AUGUST 21, 2018 2:00 p.m.  
101 Grove Street, Room 300  
San Francisco, CA 94102**

**1) CALL TO ORDER**

Present: Commissioner Cecilia Chung, Chair  
Commissioner Edward Chow, MD, Member

Excused: Commissioner Dan Bernal, Member

The meeting was called to order at 2:09pm.

**2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF JUNE 5, 2018**

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:

Regarding the UCSF contract, Commissioner Chow requested more information regarding the emergency perfusion procedures included in the contract description. Mr. Ruggels stated that she will forward additional information to Mr. Morewitz on behalf of the Commission.

Regarding the Deliverex LLC contract, Commissioner Chow noted that storage is needed for paper files and asked if the SFDPH continues to move towards electronic files. Ms. Ruggels stated that the DPH is moving towards digital files.

Regarding the Mental Health Association of San Francisco contract, Commissioner Chow asked how long the SFDPH has been contracting for this service with this provider. Ms. Ruggels stated that the SFDPH has been contracting for approximately four years with this provider for this service.

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

**4) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH FUSE CORPS, IN THE AMOUNT OF \$582,400, WHICH INCLUDES A 12% CONTINGENCY TO PROVIDE EXECUTIVE-LEVEL FELLOWSHIP PROGRAM SERVICES, FOR THE PERIOD JULY 1, 2018, THROUGH JUNE 30, 2022 (4 YEARS).**

Michelle Ruggels, Director of the SFDPH Business Office, presented the item. Maria Martinez, Director Whole Person Care, stated that the DPH took over this contract from the Mayor's Office to fund several fellowships.

Commissioner Comments:

Commissioner Chow asked for more information regarding the fellowships. Ms. Martinez stated that the non-profit funds professionals in the private sector working in government fellowships. The Whole Person Care initiative is seeking professional service designers for its fellowship.

Commissioner Chung asked why a sole source contract has been used with this vendor. Ms. Ruggels stated that the vendor has specific expertise that the SFDPH is seeking; the service will be put out to bid in the future.

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

**5) REQUEST FOR APPROVAL OF NEW CONTRACT WITH EXPERIAN HEALTH, IN THE AMOUNT OF \$2,671,424, WHICH INCLUDES A 12% CONTINGENCY, TO PROVIDE A SOFTWARE SOLUTION FOR REVENUE CYCLE MANAGEMENT SOLUTION FOR THE ELECTRONIC HEALTH RECORD PROJECT FOR THE DEPARTMENT OF PUBLIC HEALTH, FOR THE PERIOD JUNE 1, 2018 THROUGH MAY 31, 2023.**

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

Commissioner Comments:

Commissioner Chung asked the procedure if a patient does not get financially cleared for services. Tim Arnold, ZSFG, stated that patients without insurance may receive services through Charity Care, Medi-cal or sliding scale.

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

**6) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH CAPITAL TRANSIT TO PROVIDE SECURE NON-EMERGENCY VAN TRANSPORTATION SERVICES IN THE AMOUNT OF \$1,092,000. THE TERM OF THE CONTRACT INCLUDING OPTIONS IS FOR THE PERIOD JULY 1, 2018 TO JUNE 30, 2021 (36 MONTHS).**

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

Commissioner Comments:

Commissioner Chung noted that this contract is for patients who do not qualify for paratransit services. Glen McClintock, ZSFG, stated that this vendor provides transportation for frail patients, often in a wheelchair. He noted the cost of this service is 50% less than an ambulance.

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

**7) EMERGING ISSUES**

This item was not discussed.

**8) PUBLIC COMMENT**

There was no public comment.

**9) ADJOURNMENT**

The meeting was adjourned at 2:46pm.