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**HEALTH COMMISSION
CITY AND COUNTY OF SAN
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**London N. Breed Mayor
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NOTE MEETING START TIME

AGENDA

**HEALTH COMMISSION
FINANCE AND PLANNING COMMITTEE
TUESDAY FEBRUARY 4, 2020 3:15 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102**

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 HEALTH COMMISSION FOR DISCUSSION AND POSSIBLE ACTION. THE HEALTH COMMISSION 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.

Commissioner Cecilia Chung, Chair
Commissioner Dan Bernal, Member
Commissioner Edward Chow, MD, Member

- 1) **CALL TO ORDER**
- 2) **PROPOSED ACTION:** **APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF JANUARY 7, 2020**
**Minutes of the meeting of January 7, 2020*
- 3) **FOR ACTION:** **REQUEST FOR APPROVAL OF A NEW CONTRACT WITH CAREER STEP LLC, FOR ACCESS TO A WEB-BASED TRAINING PLATFORM FOR MEDICAL RECORDS STAFF, AND PHYSICIANS. THE TERM OF THE AGREEMENT WILL BE MARCH 1, 2020 TO FEBRUARY 28, 2025, IN THE AMOUNT OF \$809,337 (60 MONTHS).**
(Michelle Ruggels, Director of the SFDPH Business Office)
- 4) **FOR DISCUSSION:** **DRAFT FY 2018-2019 DPH ANNUAL REPORT**
(Max Gara, Health Program Planner)

5) **EMERGING ISSUES**

6) **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.

7) **ADJOURNMENT**

- * **Explanatory documents are available at the Health Commission Office, 101 Grove Street, Room #309, telephone 554-2666, or at the Committee meeting. If any materials related to an item on this agenda have been distributed to the Finance Committee 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.**

Accessible Meeting Policy

Meetings are held in Room 302,101 Grove Street, in San Francisco, CA. Room 220 is wheelchair accessible through the Grove Street entrance. Take the elevator to the 2nd floor. The closest accessible station for Muni and BART is the Civic Center station. The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the J, K, L, M, and N (Civic Center or Van Ness Stations). MUNI bus lines serving the area are the 47 Van Ness, 9 San Bruno, and the 6, 7, 71 Haight/Noriega. For more information about MUNI accessible services, call (415) 923-6142. For information about MUNI services, call 673-6864. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street and at the southwest corner of Grove and Polk Streets.

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

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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, 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>.