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**MINUTES
HEALTH COMMISSION
FINANCE AND PLANNING COMMITTEE
TUESDAY DECEMBER 3, 2019 3:00 p.m.
101 Grove Street, Room 300
San Francisco, CA 94102**

1) CALL TO ORDER

Present: Commissioner Edward Chow, MD, Member
Commissioner Dan Bernal, Member

Excused: Commissioner Cecilia Chung, Chair

The meeting was called to order at 3:05pm. Commissioner Chow chaired the meeting.

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION FINANCE AND PLANNING COMMITTEE MEETING OF NOVEMBER 5, 2019

Action Taken: The Committee unanimously approved the November 5, 2019 meeting minutes.

3) MONTHLY CONTRACTS REPORT

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

Commissioner Comments:

Commissioner Chow asked for clarification regarding why the contract amount has been reduced. Mr. Ruggels stated that the reduced amount is based on actual usage of services during the contract time period.

Commissioner Bernal asked if the reason the original Cross Country Staffing Inc. contract was higher is because the other two temporary nursing staff contracts had not yet been finalized. Ms. Ruggels stated that the new contracts for the remaining temporary nursing staff contracts will also be substantially reduced. She added that Cross Country Staff Inc. is the primary DPH nursing registry contract.

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

- 4) FOR APPROVAL OF A NEW CONTRACT WITH AYA HEALTHCARE, IN THE AMOUNT OF \$9,840,000, TO PROVIDE AS-NEEDED, TEMPORARY TRAVELING NURSE REGISTRY PERSONNEL TO THE SAN FRANCISCO HEALTH NETWORK, ZUCKERBERG SAN FRANCISCO GENERAL HOSPITAL & TRAUMA CENTER (ZSFG), LAGUNA HONDA HOSPITAL (LHH) AND OTHER SAN FRANCISCO HEALTH NETWORK FACILITIES, FOR THE TERM OF DECEMBER 1, 2019 THROUGH JUNE 30, 2024 (4 YEARS AND 7 MONTHS).

Terry Dentoni, ZSFG Chief Nursing Officer, presented the item.

Commissioner Comments:

Commissioner Bernal asked what type of circumstances would this contractor be used. Ms. Dentoni stated that when there are specialized needs that Cross Country Staffing Inc. cannot fulfill, the DPH will use this vendor.

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

- 5) REQUEST FOR APPROVAL OF A NEW CONTRACT WITH HEALTHSPACE USA, INC., FOR THE PURCHASE OF A FULLY CONFIGURED VERSION OF HEALTHSPACE CLOUD SUITE FOR THE ENVIRONMENTAL HEALTH BRANCH OF THE DEPARTMENT OF PUBLIC HEALTH. THE AGREEMENT SHALL BE IN THE AMOUNT OF \$1,698,003 FOR THE PERIOD OF JANUARY 1, 2020 TO DECEMBER 31, 2024 (60 MONTHS).

Stephanie Cushing, Director of Environmental Health, presented the item.

Commissioner Comments:

Commissioner Bernal asked if the new system will interface with EPIC. Ms. Cushing stated that SFDPH Environmental Health section is working with CCSF IT to integrate the new SFDPH system with other CCSP fiscal systems. She noted that the section collects fees for many of its business and building monitoring services.

Commissioner Chow asked how many systems will be replaced with the new system. Ms. Cushing stated that the new system will replace 17 separate systems and will enable all of its 26 programs to be unified in one place. She also noted that the goal is to have staff use tablets in the field to increase efficiency and effectiveness.

Commissioner Bernal asked there is a chance of data loss in the transition. June Weintraub, SFDPH Environmental Health Services, stated that the SFDPH hired a consultant to assess the plan of transferring data and was advised not to convert old data into the new systems. The older data will be archived. The new system will be prepopulated with CCSF Tax Assessor and CCSF property records.

Commissioner Chow asked if the new system is expected to impact staff satisfaction and productivity. Ms. Weintraub stated that the new system is expected to increase staff efficiency and cost effectiveness. Ms. Cushing stated that fees collected will pay for the maintenance of the system.

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

- 6) EMERGING ISSUES
This item was not discussed.

- 7) PUBLIC COMMENT
There was no public comment.

8) ADJOURNMENT

The meeting was adjourned at 3:44pm.