

James M. Illig
President

Sonia E. Melara
Vice President

Edward A. Chow, M.D.
Commissioner

Margine A. Sako
Commissioner

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

Steven Tierney, Ed.D.
Commissioner

Catherine M. Waters, R.N., Ph.D.
Commissioner

HEALTH COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

Gavin C. Newsom, Mayor

Department of Public Health



Mitchell H. Katz, M.D.
Director of Health

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MINUTES

HEALTH COMMISSION MEETING

Tuesday, June 3, 2008

At

4:00 p.m.

LAGUNA HONDA HOSPITAL, Room A300

375 Laguna Honda Boulevard

San Francisco, CA 94116

1) CALL TO ORDER

Commissioner Illig called the meeting to order at 4:20 p.m.

Present: Commissioner James M. Illig, President
Commissioner Sonia E. Melara, MSW, Vice President
Commissioner Edward A. Chow, M.D.
Commissioner David J. Sanchez, Jr., Ph.D.
Commissioner Steven Tierney, Ed.D.
Commissioner Catherine M. Waters, R.N., Ph.D.

Absent: Commissioner Margine A. Sako (excused)

2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION MEETING OF MAY 20, 2008

Action Taken: The Commission (Chow, Illig, Melara, Sanchez, Tierney, Waters) approved the minutes of the May 6, 2008 Health Commission meeting.

3) GENERAL PUBLIC COMMENT

Patrick Monette-Shaw said there is anecdotal data that LHH discharge planners are unable to find appropriate places to discharge patients to.

Alexandra Kutik said the budget increase for the Department of Public Health is not having any beneficial impact on community based contractors.

4) DIRECTOR'S REPORT

Mitchell H. Katz presented his Director's Report, which was distributed to Commissioners prior to the meeting.

Board of Supervisors Update: May 26 through June 6, 2008

During the week of May 26th, most committees and the full Board did not meet due to the Memorial Day holiday. There were no items relevant to the Health Department at the one committee that did meet, Budget & Finance.

On June 2nd there was a hearing on the status of the Eastern Neighborhoods plan at the Land Use and Economic Development Committee. On Tuesday, the full Board will hear an ordinance to refinance the Laguna Honda variable rate general obligation bonds and an ordinance revising the Board of Appeals surcharge on permit fees for retail tobacco outlets. At Wednesday's Budget and Finance Committee, there will be a hearing on a resolution approving the Mental Health Services Act Workforce Development Education and Training Three-Year Program and Expenditure Plan. A resolution authorizing the Department to accept and expend a new grant in the amount of \$1,244,866 from the Department of Health & Human Services to support a project entitled "Improving HIV/AIDS Treatment and Prevention Services" will be heard at City Operations & Neighborhood Services on Thursday. There are no items relevant to the Health Department at Thursday morning's Rules Committee, and Thursday afternoon's City & School District Select Committee meeting was cancelled.

Mayor Newsom delivers his budget address for 07-08

Gregg Sass, Chief Financial Officer, gave the Finance Committee an overview of the Mayor's Budget, which was released on Monday, June 2nd.

St. Luke's Blue Ribbon Panel Update

The Blue Ribbon Panel met on Thursday May 29th. At the meeting there was consensus on the following points: St. Luke's Hospital should be rebuilt as an acute care hospital. It should include an emergency department, medical-surgical floors, intensive care unit, low-risk obstetrics and pediatrics. In the rebuild workforce development and patient base need to be protected, with a clear preference for maintaining existing facilities while rebuilding the new ones. At additional meetings the group will be looking for additional areas of consensus. Two public input meetings are being held this week: June 3rd and June 5th.

Laguna Honda Has "Best Survey Ever"

Laguna Honda had "its best survey ever" last month, according to California Department of Public Health Inspector Mary Coulton, the team leader for ten state surveyors, who gave the skilled

nursing facility its annual regulatory survey from May 19 - 28. Coulton made her remarks at an exit interview with Laguna staff. A written report is due in early June. The bill of health marks the second year in a row that Laguna Honda has earned high marks from state inspectors. John Kanaley, Executive Director, lead a hospital wide celebration to mark the occasion. The good outcome of the survey reflects LHH's commitment to function at survey-ready levels at all times with an emphasis on organizational change, resident-centered care and team nursing.

Participation in Carnaval

The Department of Public Health was well-represented at last weekend's Carnaval celebration in the Mission. More than 30 health-related agencies and organizations sponsored tables in the Carnaval SF Health Pavilion, which has grown into a full-city-block long tent. This year was the 30th Anniversary of Carnaval and the theme was "Many Cultures, One Spirit United in Health." Carnaval officials estimated that 20,000 people walked through the Health Pavilion on Saturday and Sunday, many of them stopping to gather health information, learn about services, and get free screenings and referrals.

Internship Program for High School Students Returns to DPH

The Department is getting ready to participate in its second summer internship program for high school students. This project is sponsored by Community Health Promotion & Prevention and the Department's Human Resources Division in collaboration with the San Francisco Unified School District's School-to-Careers Office and the Hekima Project at Southeast Community College.

Eighteen high school students interested in health and information technology careers have been matched with mentors throughout the Department. During the six-week internship the mentors will orient the students to their work unit, and provide assignments and opportunities for job shadowing. The program also includes weekly group activities related to public health topics and careers. The students will be invited to attend a Health Commission meeting as part of their internship. We look forward to welcoming them June 16th.

Shape Up Featured on KGO TV

Shape Up BVHP is being featured Tuesday, June 3 at 3 p.m. on KGO 7's program entitled, "View from the Bay." Late last week a film crew shot footage at Bret Harte Elementary and DoubleRock Garden with a group of excited 3rd graders and their garden educator, Ms. Dana..

San Francisco: A Healthy City

On May 29th, the American College of Sports Medicine (ACSM) released its first "American Fitness Index," ranking San Francisco and the Bay Area as the top metropolitan area for health, community fitness and health care. This designation fits well into the current *Active for Life* campaign underway throughout the City, encouraging employees to make healthy lifestyle choices by increasing their level of physical activity and eating healthy food. We are fortunate to live in an area that allows us to maintain an active lifestyle all year round. The Department of Public Health has 11 DPH *Active for Life* teams with nearly 150 employees participating.

Bay Area Public Health Officials Condemn ICE Raids

San Francisco Department of Public Health joined other public health departments and officials throughout the Bay Area last week in releasing a joint statement criticizing recent raids conducted by the Immigration and Customs Enforcement (ICE) branch of the Department of Homeland Security. Here is the statement issued: "As public health officials, we have great concerns about the methods used in recent immigration enforcement activities. When families are separated, children are afraid to go to school and contact with

any public agency, including health facilities, is avoided for fear of reprisal, it undermines the health of our communities. We have come to understand the fundamental importance for public health of people feeling safe and secure, that they are part of a supportive community and that they have not been arbitrarily or maliciously marginalized because of their race or ethnicity. There can and must be better ways to enforce immigration laws than the recent use of raids and intimidation.”

American Cancer Society Award

Blue Walcer, founder and director of the CARE program and health education coordinator at San Francisco General Hospital, was one of eight outstanding cancer care providers to receive the 2008 American Cancer Society’s *Lane W. Adams Quality of Life Award*. The Award recognizes individuals who have made a difference through innovation, leadership, and providing compassionate care and counsel to persons living with cancer. In presenting the award, the American Cancer Society described Ms. Walcer as “understanding more than most the obstacles faced by poor or even homeless cancer patients. She has provided participants of the CARE program with comprehensive cancer-related education, thereby enhancing patient’s understanding of their diagnosis and encouraging these cancer patients to gain a sense of control over their lives.”

Public Comment

Patrick Monette-Shaw is interested in the Blue Ribbon Committee’s opinion on the issue of the closure of St. Luke’s SNF beds. He urged the Health Commission to request that the Blue Ribbon Committee’s report include a discussion of the SNF population.

5) FINANCE COMMITTEE REPORT

Steven Tierney, Ed.D., Finance Committee Chair, reported on the activities and actions of the June 3, 2008 Finance Committee meeting.

Highlights

- Approved a new software license and maintenance agreement with Netsmart
- Approved the May 2008 DPH contract list.
- Approved on principle the Commission’s letter to the Mayor and the Board of Supervisors regarding the proposed budget.
- Received an update on the Mayor’s Budget, and had a discussion about next year’s budget process. The Finance will dedicate a meeting to discussing the Commission’s budget principles.
- Approved a new health inspection fee requested by the City Attorney.

Commissioner Illig asked for an update on the Department’s response to the Hospital Council’s offer to donate \$700,000 to the community ADU. Dr. Katz said he believes the Hospital Council is going to give the money directly to Progress Foundation, and not go through the Health Department. Mr. Sass will follow up with Steve Fields of Progress Foundation and the Hospital Council.

Public Comment

Mo Kashmiri, SEIU 1021, said the budget really cuts into public health and the budget should not be balanced on the backs of the poor. The question is what are we doing to take the lead on the budget and not be in the same place next year?

Action Taken: The Commission (Chow, Illig, Melara, Sanchez, Tierney, Waters) approved the Finance Committee Report, including approval of the following:

- A new software license and maintenance agreement with Netsmart
- The May 2008 DPH contract list
- The Commission's letter to the Mayor and the Board of Supervisors regarding the proposed budget.
- Approved a new health inspection fee

6) **PLANNING COMMITTEE REPORT**

Sonia Melara, MSW, Planning Committee Chair, reported on the activities and actions of the May 27, 2008 Planning Committee Meeting.

Highlights

- The committee will now be called the Citywide Health Planning and Effectiveness Committee.
- The proposed mission for the committee is “to protect and promote the health of all San Franciscans using a systemwide, collaborative and preventive approach to health care services.”
- The committee developed principles and outcomes for the committee. One of the primary ideas is to ensure that the committee brings together all the stakeholders in our health care system to really do a collaborative planning process to ensure we are moving in the same direction. The Committee will formally present its proposed mission, principles and outcomes to the Health Commission for approval.
- Dr. Katz presented the vision for the Department of Public Health.

Action Taken: The Commission (Chow, Illig, Melara, Sanchez, Tierney, Waters) accepted the Planning Committee Report.

7) **LAGUNA HONDA HOSPITAL ANNUAL REPORT AND STRATEGIC PLAN UPDATE**

John Kanaley, LHH Executive Administrator, presented Laguna Honda Hospital's Annual Report and Strategic Plan update. Mr. Kanaley presented demographics on the ethnicity, gender, age and payor mix for Laguna Honda Hospital patients. Mr. Kanaley highlighted accomplishments for each of the LHH's three strategic goals:

- Goal 1: Ensure regulatory compliance, performance improvement and high-quality care.
- Goal 2: Develop a systematic approach to successfully build and initiate the operational planning for the new hospital
- Goal 3: Establish and improve communication within and outside LHH.

Highlights included passing the California Department of Health Services annual Licensing and Certification Survey on the first attempt. This is the second consecutive year LHH has done so and is a clear indicator of high quality care.

2007-2008 challenges have mainly been around growing pains: trying to reduce the census; adapt to budget challenges; transition to the new building

Where Are We Going in FY 2008-2009

- New Value Statement: “Our Residents Come First”
- Keep the same three goals
- Clarendon Hall closure
- Transition to 780 residential census

Public Comment

Hosea Thomas, M.D., Chief of Medical Staff, expressed concern about reducing the medical staff by an additional 3 FTE, in addition to the 7 FTE position reduction that the medical staff already agreed to. This will ultimately impact resident care and safety. He distributed letters from various members of the medical staff.

Dr. Lorraine Killpack, Chief of Psychiatry Services, said they need sufficient staff to provide high quality care. They are very concerned about the most recent medical staff reductions.

Dr. Michael Coleman said further cuts would damage patient well being and staff performance and well being, further the staff was in the midst of good faith discussions when they received word of additional cuts.

Jim Zelaya Wagner described the complexity of LHH patients and said these patients cannot get the services they get from LHH anywhere else, except San Francisco General Hospital.

Nicole Kunibe described the uniqueness of the LHH Department of Psychiatry, which allows patients to have a better quality of life. She spoke against cuts to the department.

Patrick Monette-Shaw is concerned about where people will receive SNF care in San Francisco. He urged the Health Commission to fast track discussions about building additional SNF beds in San Francisco.

September Williams, M.D., said there must be an appropriate number of well trained, in-house physicians to adequately care for a complex, diverse, long-term care population.

Paul Kelly spoke against laying off the hospice chaplain.

Commission Comments/Follow Up Action

- The issue of SNF capacity will be a topic discussed at the Citywide Health Planning and Effectiveness Committee.
- The Laguna Honda Hospital Joint Conference Committee will follow up on the following issues that were highlighted in the Annual Report: resident satisfaction survey baseline result and cultural competency baseline results.

8) LAGUNA HONDA HOSPITAL REPLACEMENT PROJECT UPDATE

John Thomas, Project Manager, presented an update on the replacement project. Construction of the three buildings approved in the Program’s current budget—the Link Building, and the South and East Residence Buildings—and the associated new hospital site improvements continue. These new facilities will accommodate 780 residents and are scheduled to open in early 2010. As of the end of May 2008, construction on the three buildings is approximately 65% complete. Installation of the

interior wall framing and installation of drywall continues in the Link and South Residence Buildings. Mechanical, Electrical and Plumbing installation is underway in all three buildings. The exterior window walls have been installed on the east and west faces of the Link building. With exterior wall framing completed on all buildings, the contractor is now focusing on providing a weather tight enclosure before the end of this summer. Window frames and flashing are installed in the South Residence, with paper and metal lath about 90% complete. Stucco application began on May 19th on the South Residence and will take approximately three months to complete. The East Residence building, which experienced additional delays due to damages sustained during the storm of January 4th, is also in the process of 'drying' in the building. 'DensGlas' has been installed on the exterior of the East Residence with the window collar, windows and lathing to follow. Remodel of the existing Hospital began in June 2007. This work is being performed in phases in order to minimize the impacts to the operating Hospital. Initial phases have focused on upgrading the fire exit stairs in Wing H, and have progressed to structural upgrades at Simon Auditorium and the Chapel. Stair #1 upgrades are underway and are expected to be complete by June. Following Stair #1, the team will focus their efforts on construction of new restrooms adjacent to Simon Auditorium as well as the foundation work necessary to construct the breezeway corridor connections. Completion of Phase I of the remodel will coincide with opening of the South Residence and Link Buildings.

The Furniture and Medical Equipment Management Services contract is for a professional service to provide a turnkey management solution for the medical equipment, resident room furniture and resident laundry equipment, library millwork and furniture. Negotiations were completed last quarter and the contract was certified in December, 2007. The FF&E team has been working closely with the Contractor, Architect and Hospital staff to coordinate the procurement of equipment for the new facilities.

All residents have been relocated from Clarendon Hall in anticipation of closing this building by June 30, 2008. Hazardous materials abatement work will begin immediately upon turnover of the building (July 1), and is estimated to take two months to complete. Demolition work will proceed after that for an additional two to three months. Beginning as early as November 2008, construction of the Connector Structure / East Residence Building loading dock will commence. The final phase of work, including the demolition of a portion of the existing wings of the main hospital (wings D, E, F & G) and the associated sitework creating entrances to the remodeled existing hospital (wings A, B, C & H) will follow the relocation of all remaining residents from the existing main hospital. This phase is not expected to begin before 2010.

In light of the delays on the project, the City has added staff to the architectural and the City team in order to help identify and resolve problems at the earliest possible opportunity, in order to help improve productivity on the project to the originally planned levels. This effort was begun in February and has started to yield positive results, including a reduction in the number of outstanding RFIs (requests for information) as well as an increase in the number of trades people working on the project. Other areas of focus for the new team members include more rapid processing of Change Orders and Force Account work. Although we know the cost projections will exceed the available budget, we continue to work with the contractor to define the amount and we are working with the Mayor's Budget Office to determine available funding.

Public Comment

Patrick Monette-Shaw said the COPs were supposed to have been for the assisted living component of the rebuild project. The SFGH bond measure will be strongly affected by the LHH bond

measure. There has been no information about the cost of the overrun. The Health Commission should work closely with the bond oversight committee to get clarity on the amount of the overrun.

George Wooding, West of Twin Peaks Central Council and Midtown Terrace Homeowners Association, said the neighborhoods want to know the cost overruns that are being incurred by Laguna Honda, particularly in light of the SFGH rebuild bond.

Comments/Follow Up Action

- Commissioner Illig asked LHH staff to provide budget information to the public.

9) **UPDATE ON TRANSITION PLANNING FOR THE NEW BUILDING**

Larry Funk, LHH Associate Administrator, presented an update on transition planning for the new building. He presented the vision statement, the transition planning implementation timeline, the Transition Planning Committee structure, a critical task log sample and examples of workflow analysis tasks. Mr. Funk summarized the transition budget, which totals \$15.1 million over FY09 and FY10, the vast majority of which is for education and training for staff. The Furniture Fixtures and Equipment (FF&E) budget is projected to be \$41.5 million. This has been requested through the Mayor's budget. Mr. Funk said they are participating in the Pebbles Research Project where they will do research, presentation and publication focused on the improved resident outcomes, safety, satisfaction and operational efficiency of the new building.

10) **CONSIDERATION OF A RESOLUTION MEMORIALIZING CLARENDON HALL AND COMMENDING STAFF**

Secretary's Note – this presentation was presented earlier on the agenda, right after Item 6.

John Kanaley, LHH Executive Administrator, introduced a video presentation that highlighted the 100-year history of Clarendon Hall and the staff that works there. Commissioner Illig thanked the staff of Clarendon Hall for their wonderful care, and read the Health Commission resolution memorializing Clarendon Hall and commending the final LHH staff to serve there led by Lolita Caceras.

Action Taken: The Commission (Chow, Illig, Melara, Sanchez, Tierney, Waters) approved Resolution 13-08 "Memorializing Clarendon Hall's 100 Years of Service and Commending the Final Laguna Honda Staff Members to Serve There" (Attachment A).

11) **CLOSED SESSION**

A) Public comments on all matters pertaining to the closed session

None.

B) Vote on whether to hold a closed session

Action Taken: The Commission (Chow, Illig, Melara, Sanchez, Tierney, Waters) voted to hold a closed session.

The Commission went into closed session at 6:25 p.m. Present in closed session were Commissioner Chow, Commissioner Illig, Commissioner Melara, Commissioner Sanchez, Commissioner Tierney and Commissioner Waters.

- C) Closed session pursuant to Government Code Section 54957 and San Francisco Administrative Code Section 67.10(b)

PUBLIC EMPLOYEES PERFORMANCE EVALUATIONS:

MITCHELL H. KATZ, M.D, DIRECTOR OF HEALTH

- D) Reconvene in Open Session

The Commission reconvened in open session at 6:50 p.m.

- 1) Possible Report on Action Taken in Closed Session (Government Code Section 54957.1(a)2 and San Francisco Administrative Code Section 67.12(b)(2).)
- 2) Vote to Elect Whether to Disclose Any or All Discussions Held in Closed Session (San Francisco Administrative Code Section 67.12(a).)

Action Taken: The Commission (Chow, Illig, Melara, Sanchez, Tierney, Waters) voted not to disclose any discussions held in closed session.

12) OTHER BUSINESS

None.

13) COMMISSIONER REPORTS/ANNOUNCEMENTS/COMMITTEE REPORTS

None.

14) ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

Michele M. Seaton
Health Commission Executive Secretary

Attachment: (1)